



**AGENDA**  
**PLANNING AND ZONING COMMISSION MEETING**  
**TUESDAY, JANUARY 5, 2021 - 6:00 PM**  
**KAUFMAN CITY HALL COUNCIL CHAMBERS**  
**209 SOUTH WASHINGTON STREET,**  
**KAUFMAN, TEXAS 75142**

**This meeting will be held using  
videoconferencing/teleconferencing  
technology with public access via:  
[WWW.ZOOM.US/JOIN](http://WWW.ZOOM.US/JOIN) OR  
(888)788-0099 (TOLL FREE)  
MEETING/WEBINAR ID: 890 0513 4280  
PASSWORD: 636705**

**PLEDGE OF ALLEGIANCE** US FLAG TEXAS FLAG "HONOR THE TEXAS FLAG. I PLEDGE ALLEGIANCE TO THEE, TEXAS ONE STATE UNDER GOD, ONE AND INDIVISIBLE".

**INVOCATION**

**CALL MEETING TO ORDER** Chairman calls the Meeting to order, states the date and time, states members present, and declares a quorum present.\*\*

**CITIZENS COMMENTS / REQUEST TO SPEAK ON AGENDA ITEMS (5 MINUTES)** Comments about any of the agenda items may be taken into consideration at this time or during the agenda item. Comments are limited to five (5) minutes per individual unless additional time is otherwise required by law for translation. Speaking time is not transferable. Citizens may address the P&Z Commission on any subject but must first complete a Request to Speak Form so that the Chairman may call your name to speak at the appropriate time on the Agenda. Comments must be directed to the P&Z Commission as a whole. **When addressing the P&Z Commission, please step forward to the speaker's podium, state your name and address, and direct your comments to the Chairman and P&Z Commission.**

**PUBLIC HEARING**

1. Conduct a public hearing and make a recommendation to City Council on an ordinance amending the City of Kaufman Subdivision Ordinance O-24-99, as amended, codified as Chapter 94 of the City of Kaufman Code of Ordinances, for parkland dedication requirements for the provision of adequate neighborhood and community parks and recreation facilities. (Case No. SO-01-21)

**ANNOUNCEMENTS AND REPORTS FROM DEVELOPMENT SERVICES DIRECTOR**

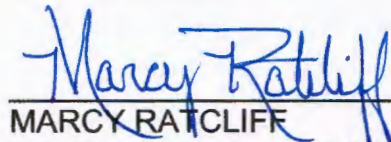
2. Update on Development Services Department - Todd White, new Certified Building Official

3. Update on MyGov - Building Permit Software
4. Update on Draft Kaufman Subdivision Ordinance

**BOARD INQUIRY** If a member of the board makes a spontaneous inquiry about a subject not on this agenda, then the board or an appropriate staff member may make a statement of factual information or policy in response to such an inquiry. However, in accordance with Open Meetings Act Section 551.042, the Planning and Zoning Commission cannot discuss issues raised or make any decisions on that subject at that time. Issues raised may be referred to Staff for research and possible future action.

**ADJOURNMENT**

I, MARCY RATCLIFF DO HEREBY CERTIFY THAT THIS NOTICE OF MEETING WAS POSTED ON THE WINDOW AT KAUFMAN CITY HALL, 209 S. WASHINGTON, KAUFMAN, TEXAS, A PLACE CONVENIENT AND READILY ACCESSIBLE TO THE GENERAL PUBLIC AT ALL TIMES AND SAID NOTICE WAS POSTED AT THE KAUFMAN CITY HALL, 209 S. WASHINGTON, KAUFMAN, TEXAS AT 5:00 P.M. ON THURSDAY, DECEMBER 31, 2020 AND REMAINED SO POSTED CONTINUOUSLY FOR AT LEAST 72 HOURS PRECEDING THE SCHEDULE TIME OF SAID MEETING.



MARCY RATCLIFF  
DEVELOPMENT SERVICES DIRECTOR

**\*\*PURSUANT TO SECTION 551.127, TEXAS GOVERNMENT CODE, ONE OR MORE COUNCILMEMBERS OR EMPLOYEES MAY ATTEND THIS MEETING REMOTELY USING VIDEOCONFERENCING TECHNOLOGY. THE VIDEO AND AUDIO FEED OF THE VIDEOCONFERENCING EQUIPMENT CAN BE VIEWED AND HEARD BY THE PUBLIC BY ACCESSING [WWW.ZOOM.US/JOIN](https://www.zoom.us/join) OR (888)788-0099 (TOLL FREE) MEETING/WEBINAR ID: 890 0513 4280 PASSWORD: 636705**

**THE BUILDING IN WHICH THE ABOVE MEETING WILL BE CONDUCTED IS WHEELCHAIR ACCESSIBLE AND PARKING SPACES FOR THE MOBILITY IMPAIRED ARE AVAILABLE.**

**PERSONS WITH DISABILITIES WHO PLAN TO ATTEND THIS MEETING AND WHO MAY NEED AUXILIARY AIDS OR SERVICES SUCH AS INTERPRETERS FOR PERSONS WHO ARE DEAF OR HEARING IMPAIRED, READERS, OR LARGE PRINT ARE REQUESTED TO CONTACT THE CITY SECRETARY'S OFFICE AT 972-932-2216 AT LEAST TWO (2) WORKING DAYS PRIOR TO THE TIME OF THE MEETING SO THAT APPROPRIATE ARRANGEMENTS CAN BE MADE.**

**ORDINANCE NO. O-\_\_-21**

**AN ORDINANCE OF THE CITY OF KAUFMAN, TEXAS, DECLARING THE PUBLIC NECESSITY FOR THE PROVISION OF ADEQUATE NEIGHBORHOOD AND COMMUNITY PARKS AND RECREATION FACILITIES; AMENDING CHAPTER 94, "SUBDIVISIONS" OF THE CODE OF ORDINANCES OF THE CITY OF KAUFMAN, THE SAME BEING THE KAUFMAN SUBDIVISION ORDINANCE (ORDINANCE NO. O-24-99), AS AMENDED, BY ADDING A NEW ARTICLE, ARTICLE IX, TO BE ENTITLED "PARKLAND DEDICATION AND DEVELOPMENT", TO ADOPT PARKLAND DEDICATION REQUIREMENTS FOR THE CITY OF KAUFMAN; AMENDING THE CITY'S FEE SCHEDULE TO ADOPT PARK DEVELOPMENT FEES FOR THE DEVELOPMENT OR REDEVELOPMENT OF PROPERTY; PROVIDING FOR THE INCORPORATION OF PREMISES; PROVIDING A PENALTY; PROVIDING A CUMULATIVE REPEALER CLAUSE; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING FOR PUBLICATION AND AN EFFECTIVE DATE.**

**WHEREAS**, the City of Kaufman (the "City") is a home rule city acting under its charter adopted by the electorate pursuant to Article XI, Section 5, of the Texas Constitution and Chapter 9 of the Local Government Code; and

**WHEREAS**, the City Council of the City of Kaufman has determined that the provision of adequate neighborhood and community parks are a necessary part of a healthy community and are in the best interest of the City of Kaufman and will promote the health safety and welfare of the citizens of the City of Kaufman and the general public; and

**WHEREAS**, trails, open space and preservation areas are considered essential components of a high-quality park and recreation system; and

**WHEREAS**, land development increases demand upon the City's parks and recreation system; and

**WHEREAS**, the Park Board will review and make a recommendation on of the requirement for Parkland dedication and park development fees; and

**WHEREAS**, the City Council conducted a public hearing on January 25, 2021, heard public input, and considered all comments received regarding this Ordinance; and

**WHEREAS**, the City Council has determined that the approval and adoption of the amendments to the Subdivision Regulations and approval and adoption of new Parkland Dedication requirements are in the best interest of the public.

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF KAUFMAN, TEXAS, THAT:**

## **Section 1. Findings Incorporated/Amendments.**

(a) Findings Incorporated. The findings set forth above are incorporated into the body of this Ordinance as if fully set forth herein.

(b) Amendments. The following amendments to Chapter 94, "Subdivisions" of the Code Of Ordinances of the City of Kaufman, the same being the Kaufman Subdivision Ordinance (Ordinance No. O-24-99), as amended, are hereby adopted to provide for the adoption of parkland dedication requirements for the City of Kaufman. Chapter 94 is hereby amended by adding a new Article, Article IX, to be entitled "Parkland Dedication and Development", and all other portions of Chapter 94 not herein amended shall remain in full force and effect without amendment:

### **Article IX. Parkland Dedication and Development.**

#### **Section 9.1: Parkland Dedication and Development - Purpose.**

This Article is adopted to provide open space and recreational areas in the form of parks as a function of subdivision and site development in the City of Kaufman and its extra-territorial jurisdiction (ETJ). This Article is enacted in accordance with the home rule powers of the City of Kaufman granted under the Texas Constitution, and the statutes of the State of Texas, including, but not by way of limitation, Texas Local Government Code Chapter 212 as may be amended from time to time.

It is hereby declared by the City Council that open space and recreational areas in the form of trails, parks, and preserves are necessary for the health and welfare of the residents of Kaufman, and that the only adequate procedure to provide for parks is by integrating such requirements into the procedure for planning and developing property or subdivisions in the city and its ETJ to accommodate the associated and proportionate impact on the Parks and Recreation System, whether such development consists of subdivision, new construction on vacant land, or rebuilding and remodeling of structures on previously developed property.

Parks provide for a variety of indoor and outdoor recreational and healthy living opportunities and are located in various locations throughout the city. The land area of the City of Kaufman being less than 9 square miles shall be prima facie evidence that any park located therein is within a convenient distance from any residence located therein. The primary cost of purchasing or acquiring, developing, and improving parks shall be borne by the landowners of residential property or projects who, by reason of the proximity of their property to such parks, are the primary beneficiaries of such facilities.

Due to Kaufman's small size, a typical park in Kaufman is designed to serve the needs of residents from the entire community no matter where the park is or will be located in Kaufman. Parks serve both active and passive leisure and recreation needs of residents and their visitors, in addition to serving the essential purposes of providing open space to maintain the rural character of Kaufman as desired by the community. The purchase, acquisition, development, and improvement of the basic infrastructure and facilities for parks in Kaufman are based upon the demand from the residents they are intended to serve.

Recognizing that there are different sizes, scales, and types of park facilities, the required level of service contained herein has been designed based on the smallest of park facilities at existing level of service, a neighborhood park of five (5) to ten (10) acres, to meet the "basic" infrastructure and facilities standard. Any fees collected per these requirements can, however, be utilized in the

purchase or acquisition of parkland, development, and/or improvement of any size or scale park facility in Kaufman as planned for or recommended in the Parks, Recreation, and Trails Master Plan (expressly or via intent), as may be amended from time to time, which is hereby adopted by reference and incorporated herein for all purposes.

Therefore, the following requirements are adopted to affect the purposes stated above.

## **Section 9.2: Definitions.**

For the purpose of this Article, the following definitions shall apply.

**DEVELOPER.** Landowner(s) of the subject property containing a proposed development or project.

**DWELLING UNIT.** Any building, or portion thereof, which contains living facilities, including provisions for sleeping, eating, cooking and sanitation, as required by this code, for not more than one family. Dwelling units include temporary or quasi-dwelling units such as: suites within hotel or motel- type uses, suites within senior care or assisted care-type facilities, accessory dwelling units, and mobile or semi-mobile living facilities since they all house people who will impact the Parks and Recreation System.

**PARK.** Includes a variety of parks, trails, open spaces, natural preserves, gathering spaces, and recreational opportunities and facilities that are open and accessible to the general public and are located within a convenient distance of the residences to be served thereby.

**SINGLE FAMILY RESIDENTIAL.** Structure(s) with one dwelling unit on one lot, not to include mixed-use or live-work structures. Any one proposed lot containing only one proposed dwelling unit shall be assessed parkland fees and pay parkland fees of this Article prior to filing an associated plat for record.

**MULTI-FAMILY RESIDENTIAL.** Structure(s) or projects with more than one dwelling unit on one lot or mixed-use structures containing at least one dwelling unit. Includes two-family or duplex residential. Includes group or community home-type uses. For purposes of this Article structures that have restricted usage of one person per room (documentation must be provided with building permit application), dwelling unit count shall be assessed based on the number of rooms available for residential living, divided by the persons per household number stipulated in Appendix II, to ascertain number of dwelling units to be utilized in determining dedication and/or fees required. Multi-family residential projects shall be assessed parkland fees and pay parkland fees of this Article prior to the issuance of a building permit.

**RESIDENTIAL USES.** Includes single family residential and multi-family residential uses.

## **Section 9.3: Applicability.**

This Article applies to a Developer who subdivides or develops land for residential uses located within the city or within its extra-territorial jurisdiction (ETJ).

## **Section 9.4: Requirements.**

#### A. General.

The City Manager or his designee shall administer this Article with certain review, recommendation and approval authorities being assigned to the Planning and Zoning Commission, the Park Board, and various City departments as specified herein. Unless provided otherwise herein, action by the City shall be by the City Council after consideration by the Park Board. Any proposal considered by the Planning and Zoning Commission under this Article shall have been reviewed by the Park Board and its recommendation given to the Commission.

Generally, the Developer of property with residential uses must address the following requirements: dedication of land for park use or payment of a Fee-In-Lieu thereof and payment of a park development fee for parks or construction of the park improvements to which such fee relates. Requirements herein are based on actual or approved dwelling units for an entire development or project. Increases or decreases in final dwelling unit count may require an adjustment in fees paid or land dedicated. If the actual number of dwelling units exceeds the original estimate, additional parkland and additional park development fees may be required in accordance with the requirements in this Section.

#### B. Parks, Recreation, and Open Space Master Plan.

The City of Kaufman Parks, Recreation, and Open Space Master Plan, as may be amended by City Council, is the park planning basis for this Article. The City of Kaufman shall consider the need to regularly update the Parks, Recreation, and Open Space Master Plan to ensure that the Plan remains current and provides an equitable, effective framework from which to pursue the acquisition and development of public parks throughout the city.

#### C. Fee Calculations and Updates.

The schedule of fees and required land dedications, along with the associated methodology and level of service standard, are attached hereto as Appendix I, Appendix II, and Appendix III respectively and are incorporated and made a part of this Article for all purposes.

A quantifiable and reasonable methodology was established to base the parkland dedication requirements, fees-in-lieu of dedication, and parkland development fees contained herein on data and levels of service relevant to Kaufman that are based on density, as well as best practices. The park development fee is calculated utilizing empirical details of how much the average neighborhood park costs in Kaufman based on the community feedback gathered in the Parks, Recreation, and Open Space Master Plan and its associated analysis. The methodology and fees shall be reviewed every three (3) years and updated in appendices contained herein.

City Staff shall submit, as directed by the Park Board or the City Council, a fee derived from a parkland dedication requirement per person. The parkland dedication requirement per person will be calculated from the variables and formula(s) reflected in Appendix II. City Staff shall submit, as directed by the Park Board or the City Council, a fee derived from a land cost per person. The land cost per person will be calculated from the variables and formula(s) reflected in Appendix II. City Staff shall submit, as directed by the Park Board or the City Council, a fee derived from a park development cost per person. The park development cost per person will be calculated from the variables and formula(s) reflected in Appendix II. The updated fees and dedication will be presented for adoption by City Council with the City's Fee Schedule.

#### D. Land Dedication.

(1) The amount of land to be dedicated for parkland purposes shall be as set forth in Appendix I. The required dedication may be met by payment of cash in lieu of land when permitted or required by other provisions of this Article. The total amount of land dedicated for a development or project shall be dedicated to the City in fee simple:

- a) Prior to the issuance of any building permits for multi-family development on an associated plat or via a deed or record or separate instrument;
- b) Concurrently with the final plat for a single-phase single-family residential development, clearly labeled and dedicated as City parkland (or with applicable notes as stipulated in this Section for the ETJ);
- c) For a multi-phased single family residential development, the entire park(s) shall be either platted concurrently with the plat of the first phase of the development, clearly labeled and dedicated as City parkland (or with applicable notes as stipulated in this Section for the ETJ); or
- d) The Developer may provide the City with financial security against the future dedication by providing a bond, irrevocable letter of credit, or other alternative financial guarantee such as a cash deposit in the amount equal to the number of acres parkland required and in a form acceptable to the City. The amount of the financial guarantee shall be the amount of Fee-In-Lieu of Land Dedication as set forth in Appendix I. The financial guarantee will be released to the Developer, without interest, upon the filing of the final plat for the phase that dedicates the required parkland.

(2) For development located within the ETJ of the city, the dedication requirements of this Section may be met through the creation of private parkland in the same amount required as set forth in Appendix I provided the Developer enters into a written agreement that all such private parkland be dedicated to the City at the time of full purpose annexation into the City and provided that any plat related to such development, is inscribed with a notation regarding same.

(3) The obligation of an applicant/Developer to dedicate parkland or make payments or improvements in lieu thereof shall be in addition to/independent of the requirements of the applicant/Developer to provide open space in accordance with a Planned Development (PD) zoning application. If the open space in the proposed Planned Development (PD) exceeds 30,000 square feet and is dedicated and accepted by the City as public parkland, the required dedication or payment may be reduced in applicable proportion.

#### E. Fee-In-Lieu of Land.

In lieu of dedicating parkland for parks, a Developer may request to meet some or all of the parkland dedication requirements through payment of a Fee-In-Lieu thereof in the amounts set forth in Appendix I. Such fees shall be due prior to filing an associated plat for record for single family residential uses and prior to the issuance of a building permit for multi-family residential uses.

#### F. City Approval.

The City Council shall have the final authority in determining how much, if any, land or fee may be

accepted in lieu of required land dedication. The City Council may, from time to time, require that a fee be submitted in lieu of land dedication in amounts as set forth in Appendix I. Likewise, the City Council may, from time to time, require that land be dedicated in amounts as set forth in Appendix I and that no Fee-In-Lieu of land will be accepted.

#### G. Approval Process for Parkland Dedication.

(1) Land Dedications equal or exceeding two acres, and Dedications of Floodplains and Greenways:

For any proposed required parkland dedication equaling or exceeding two acres of land or equaling or exceeding payment of a Fee-In-Lieu thereof or for any proposed land dedication containing floodplain or greenway, the Developer must:

- a) Obtain a recommendation from the Park Board, and
- b) Obtain approval from the City Council.

Should a proposed dedication go before the Planning and Zoning Commission as part of a required project approval, the Planning and Zoning Commission shall consider the recommendation from the Park Board and both recommendations shall be forwarded to the City Council for consideration.

(2) Criteria for consideration.

For any proposed required parkland dedication equaling or exceeding two acres of land or equaling or exceeding payment of a Fee-In-Lieu thereof or for any proposed land dedication containing floodplain or greenway, the Park Board and City Council shall utilize the following criteria for considering approval of the proposed parkland dedication:

- a) The proposed plat shall clearly identify the proposed public parkland to be dedicated.
- b) The proposed dedication or fee shall provide a sufficient amount of parkland in the area of the proposed development for required parkland dedication;
- c) Where the proposed dedication is insufficient for a park site under existing park design standards, some or all of the dedication requirements may be in the form of a fee in amounts as set forth in Appendix I;
- d) Determination of acceptability of a proposed parkland dedication is based upon the City of Kaufman's Parks, Recreation, and Open Space Master Plan, as may be amended from time to time and the criteria contained herein;
- e) The proposed development of the park is at a minimum consistent with Kaufman's level of service for neighborhood parks as set forth in Appendix III and in the City of Kaufman's Parks, Recreation, and Open Space Master Plan, as may be amended from time to time.
- f) Land is usable and compatible with the Comprehensive Plan, Parks, Recreation, and Open Space Master Plan, and other approved public plans.
- g) There is a level of service need in the immediate vicinity of the proposed park area.
- h) There is no nearby existing park that would be served with the funds better or more by expansion or improvement.
- i) Public access considerations.

(3) Development and maintenance of a park less than two acres in size for public park purposes is impractical and does not allow for appropriate improvements consistent with necessary

level of service. Therefore, if fewer than 100 dwelling units as specified in Appendix I under Land Dedication are proposed by a plat for single family residential or a building permit for multi-family residential, the Developer shall pay the applicable cash in lieu of land dedication. An exception may be considered if the dedication is voluntarily greater than two acres or will increase the size of an existing park adjacent to the proposed parkland dedication or will provide a beneficial trail connection or right- of-way or will provide a synergistic benefit not otherwise listed, at the discretion of the City Council.

#### (4) Park Development Fee.

In addition to the land dedication requirements for parks, there is a park development fee established herein sufficient to develop parks in ways that meet the City of Kaufman's level of service as determined in the City of Kaufman's Parks, Recreation, and Open Space Master Plan.

- a) The park development fee assessed to a Developer, subject to this Article, is as shown in Appendix I. The process for the approval and collection of park development fees shall be the same as for the parkland dedication requirements to which the development relates and shall be processed simultaneously with the parkland dedication requirements.
- b) The City shall have the final authority in determining how much, if any, land or fee may be accepted in lieu of required park development. The City may, from time to time, require that a fee be submitted in lieu of park development in amounts as set forth in Appendix I. Likewise, the City may, from time to time, require that parks be developed to a level of service as reflected in Appendix II and that no Fee-In- Lieu of park development will be accepted.

#### (5) Construction of Park Improvements in Lieu of Park Development Fee.

A Developer may elect to construct required park improvements in lieu of paying the associated Park Development Fee as set forth herein. In such event:

- a) A park site plan, developed in cooperation with the City staff, must be reviewed and approved by the Park Board and City Council upon submission of final plat for single family residential uses or upon application for a building permit for multi-family residential uses, whichever is applicable.
- b) Detailed plans and specifications for park improvements hereunder shall be due and processed in accordance with the procedures and requirements pertaining to public improvements for final plats and for building permits issuance, whichever is applicable.
- c) All plans and specifications shall meet or exceed the City's level of service standards and/or scale- specific intent as specified in the City of Kaufman Parks, Recreation, and Open Space Master Plan and in Appendix II, as may be amended from time to time, and the criteria contained herein, in effect at the time of the submission.
- d) If the improvements are constructed on land that has already been dedicated to and/or is owned by the City, then the Developer must post payment and performance bonds to guarantee the payment to subcontractors and suppliers and to guarantee the Developer completes the work in accordance with the approved plans, specifications, ordinances, other

applicable laws.

- e) The construction of all improvements, including any required trails, must be completed in accordance with the requirements relating to the construction of public improvements for final plats and issuance of building permits, whichever is applicable. This includes the guaranteeing performance in lieu of completing the park improvements prior to final plat approval. Notwithstanding any other applicable ordinances, park improvements should be completed within two years from the date of the approval.
- f) Park development will be considered complete upon City Council acceptance after the following requirements are met:
  - i. Improvements have been constructed in accordance with the approved plans and as-built drawings provided to City;
  - ii. All parkland upon which the improvements have been constructed has been dedicated as required under this Article; and
  - iii. All warranties as specified herein have been provided for any equipment installed in the park as part of these improvements.
- g) Prior to acceptance by the City Council, the Developer shall warrant the improvements for a period of two years by providing a maintenance bond in a form acceptable to the City and City Attorney covering the total cost of improvements.
- h) The Developer shall be liable for any costs required to complete park development if:
  - i. Developer fails to complete the improvements in accordance with the approved plans;
  - ii. Developer fails to complete the improvements within the required timeframe; and/or
  - iii. Developer fails to complete any warranty work.

#### (6) Standards for Private Parkland.

- a) A Developer may submit an application to satisfy up to 100 percent of the parkland dedication and development required for a development or project by providing a Public Access and Recreational Easement rather than deeding the land to the City in fee simple.

In order to earn credit for private parkland, the park shall:

- i. Provide signage visible from a right-of-way frontage to be reviewed and approved through the application and consideration process, and the sign shall state that the area, including any recreational amenities, is open and available for public use, the park hours, and City contact information, and it must be posted at the park entrance or in a location visible to the public; and
- ii. Provide language in the Public Access and Recreational Easement document or associated plat that specifies maintenance, capital replacement, the right of the City to conduct safety inspections, future construction rights, and penalties and arrangements for lack of compliance, and language that specifies that re-payment of the credits will be required via alternate land or compensation for release of the easement.

- iii. Provide a design and features consistent with the guidelines and requirements contained herein.
- b) The required dedication and development shall be calculated per the requirements in Appendix I and then the proposal shall be evaluated to determine the amount of parkland dedication and/or development credit to be given using the following factors:
  - i. The presence of active recreational amenities including, but not limited to, playscapes, sport courts, table game recreation, and climbing or exercise structures or trails.
  - ii. The ability of the public to access and use the land for recreation purposes in perpetuity.
  - iii. The presence of group gathering spaces, such as open lawns, seating, picnic areas, plazas or pavilions.
  - iv. Landscaping that enhances Kaufman and the park by providing shade, educational opportunities, trees, and/or wildlife habitat.
  - v. The ability of the City to provide programming in the space.
- c) If park development fees are credited, recreational amenities and other improvements must be constructed onsite and approved by the City during site plan or subdivision review at a specific time concurrent or prior to residential uses, as stipulated in the associated development agreement. Amenities must be shown on the site plan and/or construction plan as determined by the City.
- d) A Developer must post cash escrow or irrevocable line of credit in a form approved by the City for amenities included on private parkland during site plan or subdivision review.
- e) If credited acreage does not satisfy the entire parkland requirement, the City will calculate the remaining fee using the same requirements in Appendix I, proportionally assessed.

#### (7) Submitting Fee.

Any fees required to be paid pursuant to this Section shall be remitted:

- a) Prior to the issuance of any building permits for multi-family use or development; or
- b) Prior to filing an associated plat for record for single family residential use or development.

#### (8) Use of Fees.

Fees may be used only for the purchase, acquisition, development, and/or improvement of park facilities in the City of Kaufman. Potential parkland in underserved areas within one mile of developments that have paid parkland dedication fees, which have not yet been refunded, shall be a top consideration (but not the only consideration) when evaluating potential land for purchase or acquisition for future parks.

Unimproved parkland or parks in need of additional improvements within one mile of developments that have paid park development fees, that have not yet been refunded, will be a top consideration (but not the only consideration) when evaluating parks for potential development and/or

improvements. Parks may be purchased, acquired, developed, or improved with parkland fees in any portion of the City of Kaufman due to its small size since any existing or future resident in Kaufman is and will be within a convenient distance to any existing or future park in Kaufman.

#### **(9) Reimbursement for City-Acquired Parkland.**

The City may from time to time acquire and/or develop land for parks in or near an area of actual or potential development. If the City does acquire and/or develop parkland in a particular area near a development or subdivision that should come forward for consideration, the City may require subsequent dedications to be in Fee-In-Lieu-of Land and Parkland Development Fees instead of dedication and development. This will be to reimburse the City for the cost(s) of acquisition and/or development.

#### **Section 9.5: Prior Dedication or Absence of Prior Dedication.**

Depending on the circumstances, additional proportionate dedication may be required for the increase in dwelling units from what was originally proposed and may be either land dedication or money in lieu of land or development, at the discretion of the City Council. At the discretion of the City Council, any former gift of land or cash to the City may be credited toward eventual land dedication or development requirements imposed on the Developer.

The City Council shall consider recommendations of the Park Board in exercising its discretion under this section.

#### **Section 9.6: Planning Considerations.**

The City's approved plans, including the Comprehensive Plan and the Parks, Recreation, and Open Space Master Plan, are intended to provide the Park Board with a guide upon which to base its recommendations and for the City to take action. Because of the need to consider specific characteristics in the site selection process, the park locations and sizes indicated in the plans are general. The actual locations, sizes, and number of parks will be determined when development occurs or when sites are acquired by the City, including by donations.

#### **Section 9.7: Special Fund; Right to Refund.**

A) All parkland dedication fees will be deposited in a fund specifically dedicated to the purchase and/or acquisition of parks in Kaufman. All park development fees will be deposited in a fund specifically dedicated to the improvement and/or development of parks in Kaufman.

B) The City shall account for all fees in lieu of land dedication and all park development fees paid under this Article with reference to the individual plat(s) involved. Any fees paid for such purposes must be encumbered or expended by the City within 10 years from the date received by the City for purchase, acquisition, development, and/or improvement of a park as required herein. Such funds shall be considered to be spent on a first-in, first-out basis.

The Developer of the property on the last day of the 10-year period shall be entitled to a pro rata refund, that includes the original contribution, computed on a per dwelling unit basis, if the fees are not encumbered by contract or purchase order or expended or if the property under which fees were paid has not received benefit from a park acquired or developed within the City of Kaufman with the

fees paid. The property owner of the property must request the refund in writing, within one year of entitlement, or the right shall be deemed permanently waived. Any interest earned with these funds shall remain in these funds and be used for the fund's intent.

### **Section 9.8: Parkland Guidelines and Requirements.**

Parks should be easy to access and open to public view so as to benefit area development, enhance the visual character of the City, protect public safety, and minimize conflict with adjacent land uses. The following guidelines and requirements shall be used in designing and accepting parks and adjacent development:

A) Any land dedicated to the City under this Subchapter must be suitable for park and recreation uses. The dedication shall be free and clear of any and all liens and encumbrances that interfere with its use for park purposes. The City Manager or his designee shall determine whether any encumbrances interfere with park use. Minerals may be reserved from the conveyance provided that there is a complete waiver of the surface use by all mineral owners and lessees. A current title report must be provided with the land dedication. The Developer shall pay all taxes or assessments owed on the property up to the date of acceptance of the dedication by the City. A tax certificate from Kaufman County Tax Assessor, whichever is applicable, shall be submitted with the dedication or plat.

B) Land in floodplains or designated greenways is not preferred but can be considered on a 50 percent per acre basis, at the discretion of the City Council (i.e. four acres of floodplain or greenway will be equal to two acres of potential parkland). The following factors shall be considered for potential parkland in the floodplain or in designated greenways:

- (1) Sites should not be severely sloping or have unusual topography that would render the land unusable for recreational activities or for improvements. At least 50 percent of a parkland site shall be less than 10% grade, well drained, and suitable for active play, unless the intent of the dedication is to provide a beneficial connection or to preserve an environmental, natural, or cultural resource/asset.
- (2) Placement of recreational or parkland support amenities, including paths or access for maintenance purposes, can be placed in the area in compliance with applicable watershed requirements.
- (3) It is preferred that the floodplain area provide suitable passive recreation, scenic views, wildlife habitat protection, water quality protection, tree protection, and/or trail connectivity to the more intensive uses in non-floodplain areas.
  - a) Park sites shall have access to water, sewer, and electric lines prior to or upon acceptance of the park improvements. Site plans and subdivision applications must demonstrate sufficient water and wastewater capacity to serve the park.
  - b) Park sites should be adjacent to residential areas in a manner that serves the greatest number of users and should be located to minimize users having to cross arterial roadways to access them.

- c) Where appropriate, sites with existing trees or other scenic elements or natural assets are preferred.
- d) Detention/retention areas shall not be utilized to meet dedication requirements unless they are designed in an innovative manner so as to provide for suitable recreational purposes, but they may be accepted in addition to the required dedication. If accepted as part of the park, the detention/retention area design must meet the standards as specified in all City of Kaufman codes and regulations.
- e) Where park sites are adjacent to greenways, schools, or existing or proposed subdivisions, access ways may be required to facilitate public access to provide public access to parks.
- f) It is preferred that a minimum 50 percent of the perimeter of a park should abut a public street. Parks shall have at least a portion of the property adjacent to a public street or shall have associated public access easements and improvements to allow for ready access. Public view of the park from a public street is desirable to facilitate community connections and provide for crime prevention through environmental design.
- g) Community-scale parks should be accessible from major arterial streets so as to be accessible by large numbers of people.
- h) Areas for potential parkland that are encumbered by overhead utility lines or easements of any type which would limit the opportunity for recreational and park development are not preferred.
- i) All rubbish, trash, junk and other offensive materials shall be removed from all dedicated lands and the property returned to its natural condition except as to approved construction and improvement thereon.
- j) For dedications of more than two acres of land and upon the request of the City, a Developer-funded environmental or engineering study, audit, or assessment may be required in some cases demonstrating that the property is: in a condition that would allow the City to utilize the property for public park purposes without expenditures to remove or mitigate environmental or hazardous materials or conditions; suitable and safe for use as a public park; and free from environmental or engineering-related problems.

## **Section 9.9: Warranty Required.**

- A) All materials and equipment provided to the City shall be new unless otherwise approved in advance by the City Manager or his designee and all work will be of good quality, free from faults and defects, and in conformance with the designs, plans, specifications, and drawings, and recognized industry standards. This warranty, any other warranties express or implied, and any other consumer rights, shall inure to the benefit of the City only and are not made for the benefit of any party other than the City.
- B) All work by the Developer not conforming to these requirements, including, but not limited to, unapproved substitutions, may be considered defective.

- C) This warranty is in addition to any rights or warranties expressed or implied by law.
- D) Where more than a two-year warranty is specified in the applicable plans, specifications, or submittals for individual products, work, or materials, the longer warranty shall govern.
- E) This warranty obligation may be covered by any maintenance bond tendered in compliance with this Ordinance.
- F) If any of the work performed by the Developer is found or determined to be either defective, including obvious defects, or otherwise not in accordance with this Ordinance, the designs, plans, drawings or specifications within two years after the date of the issuance of a certificate of Final Completion of the work or a designated portion thereof, whichever is longer, or within two years after acceptance by the City of designated equipment, or within such longer period of time as may be prescribed by law or by the terms of any applicable special warranty required by this ordinance, Developer shall promptly correct the defective work at no cost to the City, as set out in the maintenance bond required before City Council acceptance.
- G) The failure, including cracking or other indication of failure, of an improvement shall be deemed conclusive that the workmanship or product is defective.
- H) During the applicable warranty period and after receipt of written notice from the City to begin corrective work, Developer shall promptly begin the corrective work. The obligation to correct any defective work shall be enforceable under this Code of Ordinances. The guarantee to correct the defective work shall not constitute the exclusive remedy of the City, nor shall other remedies be limited to the terms of either the warranty or the guarantee.
- I) If within 20 calendar days after the City has notified Developer of a defect, failure, or abnormality in the work, Developer has not started to make, and continuously worked to complete, the necessary corrections or adjustments, the City is hereby authorized to make the corrections or adjustments, or to order the work to be done by a third party. The cost of the work shall be paid by Developer.
- J) The cost of all materials, parts, labor, transportation, supervision, special instruments, and supplies required for the replacement or repair of parts and for correction of defects shall be paid by Developer, its contractors, or subcontractors or by the surety.
- K) The guarantee shall be extended to cover all repairs and replacements furnished, and the term of the guarantee for each repair or replacement shall be two years after the installation or completion. The two-year warranty shall cover all work, equipment, and materials that are part of the improvements made under this Article.

## **APPENDIX I.**

### **PARKLAND DEDICATION AND PARK DEVELOPMENT FEES**

#### **A. Dedication Requirements for Parks.**

##### **1. Land Dedication.**

One (1) acre per 6.6 Dwelling Units

##### **2. Fee-In-Lieu of Land Dedication.**

\$7,050.00 per Dwelling Unit

##### **3. Park Development Fee.**

\$3,664.92 per Dwelling Unit

##### **4. Total Park Fees.**

\$10,714.92 per Dwelling Unit

**APPENDIX II.  
PARKLAND DEDICATION AND PARK DEVELOPMENT METHODOLOGY**

| <b>Variable</b>                             | <b>Calculation Factor</b>                                     | <b>Description</b>                                                                         |
|---------------------------------------------|---------------------------------------------------------------|--------------------------------------------------------------------------------------------|
| <b>Parkland Dedication Inputs</b>           |                                                               |                                                                                            |
| Existing City Population                    | 7,788                                                         | 2019 City population estimate (US Census Bureau)                                           |
| Existing City Park Acres                    | 398.047                                                       | Acres of dedicated, City-owned parkland                                                    |
| Parkland Level of Service                   | 20 people per 1 acre (rounded up from 19.56)                  | Existing City population/ existing City park acres                                         |
| City Persons per Household                  | 3                                                             | 2014-2018 Persons per Household per most recently available US Census data                 |
| <b>Fee-in-Lieu of Land Inputs</b>           |                                                               |                                                                                            |
| Existing City Population                    | 7,788                                                         | 2019 City population estimate (US Census Bureau)                                           |
| Existing City Park Acres                    | 398.047                                                       | Acres of dedicated, City-owned parkland                                                    |
| Parkland Level of Service                   | 20 people per 1 acre (rounded up from 19.56)                  | Existing City population/ existing City park acres                                         |
| Existing City Market Value – Kaufman County | \$47,000.00                                                   | January 20, 2020 appraisal conducted on vacant land in the City of Kaufman                 |
| Existing City Acres                         | 1,860                                                         | City of Kaufman land area, excluding ETJ                                                   |
| Parkland Cost Factor                        | \$1,344,749.00 per 1 acre                                     | Certified City market value/ existing city acres                                           |
| City Persons per Household                  | 3                                                             | 2014-2018 Persons per Household per most recently available US Census data                 |
| <b>Park Development Fee Inputs</b>          |                                                               |                                                                                            |
| Existing City Population                    | 7,788                                                         | 2019 City population estimate (US Census Bureau)                                           |
| Number of Developed City Parks              | 9                                                             | Count of all City-owned, developed parks                                                   |
| Facilities Level of Service                 | 865 people per developed City park (rounded down from 865.33) | Population/ number of developed City parks                                                 |
| Park Development Cost Factor                | \$1,056,717.20                                                | Cost estimate of developing one Neighborhood Park to desired level of service              |
| City Persons per Household                  | 3                                                             | City of Kaufman 2014-2018 Persons per Household per most recently available US Census data |

*A. Parkland Dedication Formula:*

Parkland Level of Service/ City Persons per Household = Parkland Dedication Requirement

20 / 3 = one acre per 6.6 dwelling units

*B. Fee In-Lieu of Land Formula:*

STEP 1. Parkland Cost Factor/ Parkland Level of Service = Land Cost per Person

\$47,000 per acre / 20 people per acre = \$2,350.00 per person

STEP 2. City Persons per Household X Land Cost per Person = Fee In-Lieu of Land

3 PPH X \$2,350.00 per person = \$7,050.00 per unit

*C. Park Development Fee Formula:*

STEP 1: Parkland Development Cost Factor/ Facilities Level of Service = Park Development Cost Per Person

\$1,056,717.20 neighborhood park cost / 865 people per developed park = \$1,221.63 per person

STEP 2: City Persons per Household X Park Development Cost Per Person = Parkland Development Fee by Density

3 PPH X \$1,221.63 per person = \$3,664.92 per unit

*D. Total Parkland Fee per Unit:*

Fee In-Lieu of Land by Density + Parkland Development Fee by Density = Total Parkland Fee per Unit

\$7,050.00 + \$3,664.92 = \$10,714.92 per unit

### Appendix III. Parkland Development: Neighborhood Park Level of Service Estimate

| Expenditure                                                      | Quantity | Unit | Per Each                   | Total                 |
|------------------------------------------------------------------|----------|------|----------------------------|-----------------------|
| Mobilization                                                     | 1        | LS   | \$55,000.00                | \$55,000.00           |
| Demo                                                             | 1        | LS   | \$7,000.00                 | \$7,000.00            |
| Earthwork / Site Preparation                                     | 1        | LS   | \$5,500.00                 | \$5,500.00            |
| Park Sign                                                        | 1        | LS   | \$15,000.00                | \$15,000.00           |
| 8' Concrete Sidewalk (1/2 mile)                                  | 21120    | SF   | \$6.00                     | \$126,720.00          |
| Picnic Unit (Slab, Table, Trash Receptacle, Grill)               | 3        | EA   | \$4,500.00                 | \$13,500.00           |
| Shade Pavilion (Slab and Shelter)                                | 1        | LS   | \$75,000.00                | \$75,000.00           |
| Benches                                                          | 5        | EA   | \$2,000.00                 | \$10,000.00           |
| Bicycle Rack                                                     | 1        | EA   | \$1,500.00                 | \$1,500.00            |
| Trash Receptacles                                                | 3        | EA   | \$700.00                   | \$2,100.00            |
| Drinking Fountain                                                | 1        | EA   | \$5,000.00                 | \$5,000.00            |
| Playground (Equipment, Surfacing, and Drainage)                  | 1        | LS   | \$200,000.00               | \$200,000.00          |
| Fencing                                                          | 1        | LS   | \$75,000.00                | \$75,000.00           |
| Parking Lot (25 Spaces)                                          | 25       | EA   | \$5,000.00                 | \$125,000.00          |
| ADA Ramps                                                        | 4        | EA   | \$2,000.00                 | \$8,000.00            |
| Site Utilities (Water Meter, Electrical Service, etc.)           | 1        | LS   | \$10,000.00                | \$10,000.00           |
| Area Lighting (12' HT)                                           | 20       | EA   | \$6,000.00                 | \$120,000.00          |
| Drainage (Inlets, Pipe, Headwalls)                               | 1        | LS   | \$5,500.00                 | \$5,500.00            |
| Landscaping (Shrubs, Ground Cover, Bed Prep, and Irrigation)     | 1        | LS   | \$65,000.00                | \$65,000.00           |
| Shade Trees                                                      | 30       | EA   | \$700.00                   | \$21,000.00           |
| Finish Sodding, Grading and Seeding                              | 1        | LS   | \$10,000.00                | \$10,000.00           |
|                                                                  |          |      | <b>Sub-Total</b>           | <b>\$873,320.00</b>   |
|                                                                  |          |      | <b>Contingency: 10%</b>    | <b>\$87,332.00</b>    |
|                                                                  |          |      | <b>Construction Total:</b> | <b>\$960,652.00</b>   |
| <b>Soft Costs (Design, Surveying, Geotech. Engineering): 10%</b> |          |      |                            | <b>\$96,065.20</b>    |
| <b>Typical Neighborhood Park Total:</b>                          |          |      |                            | <b>\$1,056,717.20</b> |

### **Section 3. Amendment to Fee Schedule.**

The City Fee Schedule is amended to add the Park Development fees as set forth in Appendix I.

### **Section 4. Penalty.**

Any person, firm, entity or corporation who violates any provision of this Ordinance or the City's Subdivisions Ordinance Chapter 94, as they exist or may be amended, shall be deemed guilty of a misdemeanor, and upon conviction therefore, shall be fined in accordance with 106.153 of the Code of Ordinances. Each continuing day's violation shall constitute a separate offense. The penal provisions imposed under this Ordinance shall not preclude the City from filing suit to enjoin the violation. The City retains all legal rights and remedies available to it pursuant to local, state and federal law.

### **Section 5. Cumulative Clause.**

This Ordinance shall be cumulative of all provisions of state or federal law and other ordinances of the City of Kaufman, Texas, except where the provisions of this Ordinance are in direct conflict with the provisions of such ordinances, in which event the conflicting provisions of such other ordinances are hereby repealed.

### **Section 6. Severability Clause.**

It is hereby declared to be the intention of the City Council that the phrases, clauses, sentences, paragraphs and sections of this Ordinance are severable, and if any phrase, clause, sentence, paragraph or section of this Ordinance shall be declared unconstitutional by the valid judgment or decree of any court of competent jurisdiction, such unconstitutionality shall not affect any of the remaining phrases, clauses, sentences, paragraphs and sections of this Ordinance, since the same would have been enacted by the City Council without the incorporation of this Ordinance of any such unconstitutional phrase, clause, sentence, paragraph or section.

### **Section 7. Repealer Clause.**

Any provisions of any prior ordinance of the City whether codified or uncoded, which are in conflict with any provision of the Ordinance, are hereby repealed to the extent of the conflict, but all other provisions of the ordinances of the City whether codified or uncoded, which are not in conflict with the provisions of this Ordinance, shall remain in full force and effect.

### **Section 8. Effective Date.**

This Ordinance shall become effective immediately upon its passage and publication as required by law.

**PASSED, APPROVED AND ADOPTED** by the City Council of the City of Kaufman, Texas, on this the 25<sup>th</sup> day of January, 2021.

\_\_\_\_\_  
Jeff Jordan, Mayor

ATTEST:

\_\_\_\_\_  
Jessie Hanks, City Secretary

APPROVED AS TO FORM:

\_\_\_\_\_  
Patricia Adams, City Attorney

# **City of Kaufman Parks, Recreation & Open Space Master Plan**

**August 2019**



**DUNKIN  
SIMS  
STOFFELS  
INC.**

## Acknowledgements

### City of Kaufman, Texas

#### City Council

*Jeff Jordan, Mayor*

Patty Patterson, Mayor Pro-Tem

Jeff Council, Council Member

Charles Gillenwater, Council Member

Carole Aga, Council Member

Barry Ratcliffe, Council Member

Matthew Phillips, Council Member

#### Administration

Michael T. Slye, City Manager

Mike Holder, Assistant City Manager

Jessie Hanks, City Secretary

Richard Underwood, Director of Public Works

Margaret Barr, Administrative Assistant of Public Works

#### Parks and Recreation Advisory Board

Robert D. Williams, Chairman

Rheanne Archer, Vice-Chairperson

Kristi Hile-Mohundro

Lindsey Mercer

Tori Hitzfeld

Misti Williams

Lori Gutierrez

#### Consultant

Dunkin Sims Stoffels, Inc.

Landscape Architects / Planners

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## INTRODUCTION

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The City of Kaufman is approximately thirty miles southeast of Dallas, Texas on State Highway 175. Kaufman is in the County Seat of Kaufman County.

Kaufman has not experienced rapid growth over the last decade. However, with the overall rapid growth the North Central Texas Region has experienced over the last decade, Kaufman has become one of the major residential and commercial development areas during the last five years.

This recent growth has warranted the City to review the existing and future needs of its current parks open spaces for any opportunity of available recreation areas, which could be added to existing facilities or renovated, to meet the need for future parks, recreation facilities and open space.



## GOALS AND OBJECTIVES

Goals provide a statement for achievement or accomplishment. Objectives are a perceived means through which the goal(s) can be partially or fully attained. Identified within this section are the ways and methods of implementing the *Parks, Recreation & Open Space Master Plan* recommendations. Critical to the implementation of these goals and objectives is the *Ten-Year Action Plan*, which should be updated annually by the Kaufman Parks and Recreation Advisory Board, working in close association with City Staff and the City Council.

The following are the goals and objectives for the Kaufman park system:

### **GOAL: Provide passive and active recreational opportunities for all citizens.**

#### **Objectives:**

- Increase quality recreational opportunities for all Kaufman citizens. Evaluate and address the needs of challenged and disabled citizens.
- Offer a wide variety of facilities, programs and park areas to meet the recreational needs of a population with various levels of ability and skill.
- Provide an equitable geographic distribution of parks and recreational facilities.
- Plan for the orderly replacement of an aging park and recreational infrastructure to ensure existing recreational opportunities are not lost.
- Encourage cooperation with other agencies, as well as community organizations, to provide cost-effective services and optimize benefits to citizens.
- Acquire land to provide for future parks and recreational facilities.
- Enhance access to the greenbelts and major creek corridors by developing a continuous trail system.

**AQUATIC FACILITIES,  
RECREATION CENTERS & HIKE  
AND BIKE TRAILS WERE  
IDENTIFIED AS THE MOST DESIRED  
RECREATIONAL AMENITIES BY  
KAUFMAN CITIZENS.**

---

### **GOAL: Create a system of parks, open spaces, trails and facilities that meet the needs of residents of all ages.**

#### **Objectives:**

- Maintain a current Parks, Recreation and Open Space Master Plan.
- Strive for diverse parks and recreational facilities, with both passive and active recreation opportunities, to meet the needs of various age and ability groups.
- Identify and protect sensitive environmental areas and provide natural open spaces within the community.
- Provide all-inclusive playgrounds and other appropriate facilities in existing parks, to address the needs of all children.

**KAUFMAN  
CITIZENS ALSO  
REQUEST MORE  
ADA  
PLAYGROUNDS**

**GOAL: Use the Parks, Recreation and Open Space Master Plan as a guide for park land acquisition, open space protection, and trail development.**

**Objectives:**

- Provide an equitable geographic distribution of parks and recreational facilities. Achieve this by acquiring necessary parkland, open space, and trail linkages at the time of development review. This should be done in accordance with the classification of parks identified by the Parks, Recreation and Open Space Master Plan.
  - Use City and Extraterritorial Jurisdiction (ETJ) demographic and population projections to determine the types of parks and amount of land needed to adequately serve future park needs based on the projected number of citizens.
  - Continue to work with developers to acquire park land and corridors as needed for Park and Trail development.
  - Develop a set of guidelines for public/private partnerships in the building of parks.
  - Identify floodplain creek corridors, rights-of-way, and utility easements for possible trail linkage opportunities to increase hike & bike connectivity within the City, as well as in the region.
- 

**GOAL: Plan for a comprehensive hike & bike trail system.**

**Objectives:**

- Develop a comprehensive hike & bike trail system with input from citizens and community stakeholders.
- Determine ways in which connections can be made between schools, parks, neighborhoods, retail centers, and major points of interest throughout the City and region.
- Examine creeks and floodplain throughout the City for potential hike & bike trail possibilities.
- Examine ways in which trail/pedestrian connections can be made within existing developed areas of Kaufman.
- Review development proposals with connectivity and walkability objectives considered.
- Work with Kaufman Texas utilities to utilize their easements for potential trail corridors and connections in Kaufman and the region.
- Work with municipal, regional and state to provide a consistent signage for hike & bike trails on bike-marked streets.

**GOAL: Preserve and conserve Kaufman’s natural areas, greenbelts and open space for the enjoyment and environmental education of current and future citizens.**

**Objectives:**

- Develop a system of greenbelts along the major creek corridors.
- Incorporate significant natural areas into the park system – woodlands and wildlife.
- Provide opportunities to enjoy nature by cooperatively developing outdoor learning areas, and interpretative trails.
- Work with utility easements to provide trails and trail links to parks, schools and retail.

THE DESIRE FOR  
AN OPEN  
SPACE / NATURE  
AREA WAS  
MENTIONED BY A  
KAUFMAN CITIZEN

---

**GOAL: Cooperation with the City of Kaufman’s Independent School District to provide cost-effective services and optimize benefits to citizens.**

**Objectives:**

- Create partnerships with the Kaufman Independent School District in developing joint school/park sites.
- Explore funding opportunities with the Kaufman Independent School District in an effort to expand, enhance, or build new parks and facilities within the City and ETJ.

## **POLICIES AND ORDINANCES**

The effectiveness of these implementation mechanisms is dependent upon the proper coordination of input from contributing bodies or groups including elected City officials - appointed boards and commissions - City staff, sports groups, and most importantly the citizens of Kaufman. All parties must communicate and work collectively toward common goals. Only this sort of communication and coordination will ensure successful development of the park system. An example of this communication, at the staff level, would be the incorporation of the *Parks, Recreation & Open Space Master Plan* during review of proposed development plans by the City.

## PLAN DEVELOPMENT PROCESS

The City Council recognized the need for a comprehensive analysis of the park system in Kaufman. The City employed a private consulting firm, Dunkin Sims Stoffels, Inc., to create the *Parks, Recreation & Open Space Master Plan*. The consultant worked with the City of Kaufman Parks and Recreation Advisory Board staff to develop this *Master Plan*. Two meetings were held with the Kaufman City Council for updates and input. One meeting was a City Council retreat and the other was a regular scheduled council meeting. Two meetings were also held with the Kaufman Parks and Advisory Board for review and input. All of the meetings mentioned above were open to the public for their comments.

To obtain a comprehensive and complete analysis of the City's park and recreation needs, and park system, three methodologies were used for this evaluation: public hearings, standards-based analysis, and demand-based recreation analysis.

This *Master Plan* provides the City long-range planning for future areas of urbanization for the next ten years (2029). The time period of the financial plan, as set forth in this *Master Plan* (specifically within the Implementation sub-section) is ten (10) years. The prioritization listing identifies certain projections as high priorities for development with the priorities based on satisfying a stipulated/recognized need. It is recommended the Master Plan be evaluated and updated in 2024.

## PARK SERVICE AREAS

Kaufman is the City which enters the City from the west and traverses the City to Southeast. State Highway 34 bisects the City in a general southwest to northeast direction. Both highways provide commercial and retail land use opportunities within the City Limits. The serviced areas for this Park Master Plan will be the area within the City Limits of Kaufman.

## EXISTING INVENTORY OF AREAS AND FACILITIES

### CITY OF KAUFMAN PARKS

Parks and Recreational facilities provide benefits to people of all ages. They offer places for young families to gather with children to enjoy the outdoors and playtime and provide trails for everyone to enjoy. In Kaufman one can enjoy Passive Recreation opportunities at Kaufman City Lake Park or participate in many activities organized at the Kaufman Sports Complex.

The intent of this section is to evaluate Kaufman's existing parks and recreational facilities. This evaluation is an important part of the *Parks, Recreation & Open Space Master Plan* because it assesses the condition of each park and their recreational equipment and identifies any current and future needs of the parks.

The following information documents existing park and recreational facilities in Kaufman. The listing beginning on the following page is an enumeration of the existing parks, their size, and the National Recreation Park Association park classification which best describes their function within the City's park system.



Kaufman City Lake Park

## NEIGHBORHOOD PARKS

### **Cottage Heights Park**

**Address:** Second Street and Dellis Street

**Size:** 0.23 Acres

**Facilities:** Picnic Tables with Grills (2) One is Covered  
Playground Equipment



---

### **Kings Fort Park**

**Address:** Kings Fort Development

**Size:** 19 Acres

**Facilities:** Undeveloped



---

### **Melody Circle Park**

**Address:** Melody Circle Street

**Size:** 0.39 Acres

**Facilities:** Picnic Table (1)  
½ Basketball Court  
Tot Lot



### **Phillips Circle Open Area**

**Address:** Adjacent to Phillips Circle

**Size:** 4 Acres

**Facilities:** Space Undeveloped



---

### **Shannon Park**

**Address:** Barnes and Shannon Street

**Size:** 2.2 Acres

**Facilities:** Covered Playground  
Old Basketball Court  
Picnic Units (4)  
Restroom (1)  
Old Playground Equipment



## OPEN SPACE / GREENBELTS

### **Prairie Creek Open Area**

**Address:** Rand Road / Melody Circle

**Size:** 19 Acres

**Facilities:** Large Natural Open Area



---

### **Kaufman City Lake Park**

**Address:** Located in the Northeast Part of Kaufman off of Highway 34.

**Size:** 232.2 Acres

**Facilities:** Boat Ramp (1)  
Pier (1)  
Playground 2-5  
Picnic Tables (7)  
Picnic Pavilion (1)  
Restroom (1)  
Fishing Pier (1)



## SPECIAL USE PARKS

### **Brin Garden**

**Address:** Washington Street and Mulberry Street  
(East Side of Town)

**Size:** 0.027 Acres

**Facilities:** Benches  
Picnic Table



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## COMMUNITY PARK

### **Kaufman Sports Complex**

**Address:** Located on the North Side of Town off Highway 34.

**Size:** 81 Acres

**Facilities:** Ages 2-5 Covered Playground  
Ages 5-12 Covered Playground  
Exercise Equipment (Covered)  
Picnic Pavilions (2)  
Lighted Tennis Courts (2)  
Full Size Basketball Court (1)  
300' Softball Fields (3)  
Baseball Fields (4)  
Soccer Fields (10)  
4,600 L.F. Hike and Bike Trail



## FACTORS INFLUENCING PLANNING FOR PARKS

### DEMOGRAPHIC PROFILE

The U.S. Census estimated the population of Kaufman in 2019 to be approximately 7,500 people. The City of Kaufman estimates the population in 2030 to be 15,000. The City is anticipated to continue experiencing growth, making the provision of park and recreational services even more important to address in the short and long terms.

#### Race/Ethnicity and Age Composition

*Table 1* illustrates the race and ethnic composition of the City of Kaufman according to the U.S. Census Bureau. The table shows the diversity of the local population. The *White/Caucasian* group comprises the largest percentage, with the *Hispanic Origin* category representing the second largest. The *Other* category also represent a relatively large percentage of the local population.

The age composition of the population within a city can also provide insight into the types of park and recreation facilities and services the City may need to provide. As reflected in *Table 2*, the largest age group is the *School Age Children & Young Adults* (19 & Under). This age group generally represents the largest number of people that use a community's park facilities because of league sports and other organized play activities. Kaufman also has a high percentage of people in the *College/New Family* category (20-34 years old); many in this age group play organized adult sports.

The *Older Labor Force* (50-64 years old) and the *Elderly* (65+ years old) groups together comprise a significant percentage of the City's population at 27 percent; these groups tend to utilize hike-and bike trails and passive open space areas. Clearly, groups of all of ages have recreational needs.

**TABLE 1: RACE/ETHNICITY DISTRIBUTION**

| Race/Ethnicity                 | Number       | Percent    |
|--------------------------------|--------------|------------|
| White/Caucasian                | 5,325        | 71         |
| African American               | 675          | 9          |
| American Indian or Aleut       | 225          | 3          |
| Asian/Pacific Islander         | 225          | 3          |
| Other <sup>(1)</sup>           | 1,050        | 14         |
| <b>Total</b>                   | <b>7,500</b> | <b>100</b> |
| Hispanic Origin <sup>(2)</sup> | 2,475        | 33         |

Source: 2019 U.S. Census

<sup>(1)</sup> Includes "Two or More Races"

<sup>(2)</sup> Hispanic/Spanish Origin may be of any race and may be included in any category. It is therefore not included in the total, but is separately included.

**TABLE 2: AGE COMPOSITION & DISTRIBUTION**

| Age Groups                                      | Number       | Percent    |
|-------------------------------------------------|--------------|------------|
| School Age Children & Young Adults (19 & Under) | 2,490        | 33.2       |
| College/New Family (20-34 years old)            | 1,545        | 20.6       |
| Prime Labor Force (35-49 years old)             | 1,440        | 19.2       |
| Older Labor Force (50-64 years old)             | 1,140        | 15.2       |
| Elderly (65 + years old)                        | 885          | 11.8       |
| <b>Total</b>                                    | <b>7,500</b> | <b>100</b> |

Source: 2019 U.S. Census

## PARK FACILITIES BY CLASSIFICATION

To deliver a variety of recreational features in an efficient manner, parks must be defined by type. This differentiation allows a more exact examination of where a community might be lacking. For example, one large regional park is a wonderful asset to a community and it meets the need for children to play organized sports. However, neighborhood parks with play structures that citizens can walk to for their children to play are also an important part of the overall park system. Another example is the need for trail linkages that many people of all ages can use. These parks combine to create an interconnected park system that is as varied as the people it serves.

## NATIONAL RECREATION AND PARK ASSOCIATION GUIDELINES AND STANDARDS

Guidelines and standards recommended by the National Recreation and Park Association (NRPA) have been followed by cities for many years to define the hierarchy for their park systems. The following describes the NRPA classification of parks, including their respective description, locational criteria within the community, and criteria related to size. Only the park classifications selected specifically for the City of Kaufman are described in the following sections. Once established, the related park classification guidelines are then applicable for structuring the Kaufman park system in an orderly manner – a manner that is responsive to the recreational demands being generated by the present, as well as future, population.

### Neighborhood Parks

The neighborhood park is considered to be the most important feature of a park system and is one of the major cohesive elements in neighborhood design. Its primary function is the provision of recreational space for the entire neighborhood which surrounds it. Space in the neighborhood park should be distributed between active and passive uses.

- (a) The neighborhood park should be located near the center of a neighborhood area/park planning area and have a service area of approximately one-half mile to one-quarter mile.
- (b) The size should be related to the service area population and the menu of activities chosen for placement in the park. Five (5) to ten (10) acres is the optimal size for this park.
- (c) Safe and convenient pedestrian access is considered important to a neighborhood park location.
- (d) Generally, the location should not be adjacent to a heavily traveled major or minor thoroughfare.



Example of a Neighborhood Park

- (e) When it is possible to combine an elementary or middle school with this type of park, the two features further enhance the identity of the neighborhood by providing a central location for recreation and education and a significant open space feature within the neighborhood.
- (f) Facilities normally provided at a neighborhood park consist of:
  - Playground equipment for small children.
  - A multiple purpose hard surfaced play area.
  - Space for court games, such as basketball, tennis, volleyball and in-line hockey in addition to walking/jogging trails
  - Playfield space for non-organized competitive games such as baseball, football and soccer
  - Passive space possibly for a pavilion with tables and grills, restrooms, drinking fountains and sitting areas.
  - Off-street parking is a consideration if users are beyond an acceptable walking distance or if users need to drive to access the park.
  - It is not desirable to light athletic facilities in a neighborhood environment since lighting is often objectionable to nearby residents; however, some lighting for security purposes should be incorporated into the park.
  - The allocation of space in the neighborhood park should be approximately 50 percent passive area and 50 percent active area. The above facilities are those generally considered for active space. The passive space should be used to develop the character of the park by creating an open landscaped setting with trails, sitting area, and picnic space. This park becomes an integral part of the neighborhood.

## Community Parks

A community park is larger in size than a neighborhood park and provides service to several neighborhoods or specific sections of the community. The community park is oriented primarily toward providing recreational opportunities not feasible in a neighborhood park. This type of park should be developed for both active and passive use.

- (a) A community park serves several neighborhood areas, and should therefore be conveniently accessible by automobile and include provisions for off-street parking.
- (b) The optimal size for the community park is between 40 and 150 acres. This size should be based on its intended use and the population



Example of a Community Park

residing in the service area. Natural features such as terrain, tree cover, flood prone areas, and water features are all factors to be used in selecting and sizing this type of park.

- (c) Activities provided should include both active and passive space.
- (d) Space for active uses associated with neighborhood parks including field and court games.
- (e) Passive spaces more extensive than the neighborhood park for trails, natural areas, picnicking, and ornamental or natural landscape areas.
- (f) Facilities for cultural activities such as plays or concerts; possibly provide an amphitheater.
- (g) Lighted or unlighted athletic fields or facilities may be placed in community parks provided careful thought is given to their design and location.
- (h) A community park should be well removed from the residential environment due to the traffic, noise, and lights associated with the sports complex.
- (i) Based on use, accessibility and other requirements, the community park should be located in a non-residential area served by major thoroughfares.
- (j) Sites are not recommended to be less than 40 acres with the optimal site ranging upward to 80-150 acres, if demand is present.
- (k) Although community parks are designed primarily for competitive play by both young people and adults, other features should be included in the complex. Among these are play apparatus, court game space, picnicking facilities, and trails.
- (l) Support facilities in a sports complex include restrooms, concessions, multi-purpose building(s), and maintenance facilities.
- (m) Parking is a major consideration for the sports complex. Spaces should be allocated to accommodate those currently participating, those lingering following the previous games and those arriving to participate in the next scheduled game.

## **Special Use Parks**

These parks or recreational spaces are identified by a single use, and fall into three categories:

- (a) *Historical/cultural/social sites* - which offer recreational opportunities because of their unique characteristics.
- (b) *Recreational facilities* - single purpose facilities such as a recreation center, senior center, community center, golf course, or marina.
- (c) *Outdoor recreational facilities* - uses such as a tennis center, stadium, or possibly a special type of sports complex designed specifically for a single sport.

## Open Space / Greenbelts

This classification applies to types of land which have characteristics either identifying them as undevelopable land or suitable for use as a component linking other park areas.

- (a) These spaces are generally natural corridors along creeks/flood prone areas or along easements containing a man-made feature.
- (b) There is no specific size for these spaces; however, establishing a minimum width is important to the function of the greenway, particularly if used as a location for a trail. This width should not be less than 50 feet. Where the greenway is on either side of a natural drainage course, a minimum of fifteen feet shall be provided for foot traffic or motorized vehicles performing maintenance along the greenway.



Example of Open Space / Greenbelt

## NEEDS ASSESSMENT & IDENTIFICATION

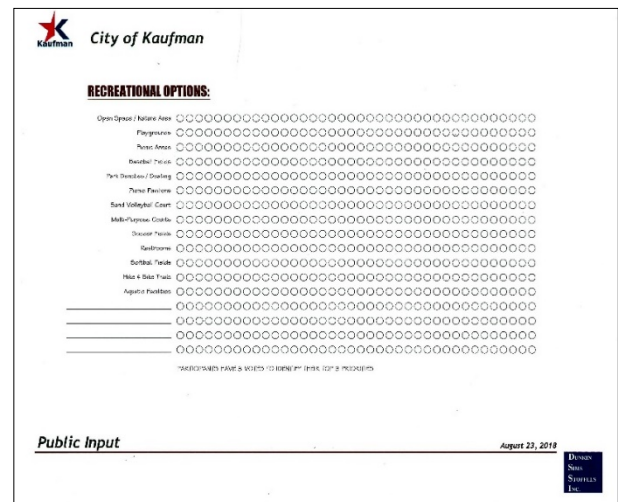
### GENERAL ASSESSMENT

The City of Kaufman currently provides park and recreational facilities to residents of Kaufman, citizens who live in the Kaufman extraterritorial jurisdiction (ETJ) and Kaufman County. Public meetings were held and staff and sports associations were interviewed for their input into the park system.

### PUBLIC INPUT MEETINGS

The City of Kaufman held one public input meeting to receive citizens' comments on the park and recreational needs within the City. The public meeting was advertised on the City's website. The meeting was held on August 23, 2018. There were 15 citizens and 6 Park Board Members in attendance.

Participants were given the opportunity to verbally express their concerns, needs, and vision for the Kaufman park system. The public comments were varied in all areas of recreation.



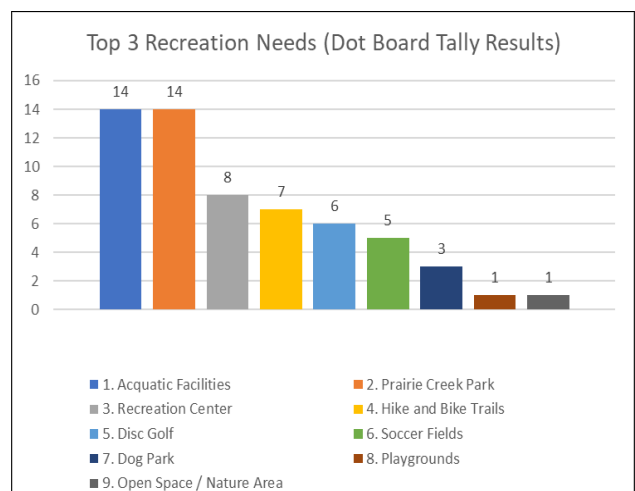
Dot Board

Aquatic Facilities and Improvements to Prairie Creek Park were features that seemed to be most valuable to Kaufman citizens in a park system. The need for a Recreation Center and Trail Linkages were also mentioned.

Attendees were given three color dots to place on the dot board display (example above right) to choose their most desired park amenity.

The following is a summary of the amenities that were chosen (in order of priority).

1. Aquatic Facilities (14)
2. Prairie Creek Park (14)
3. Recreation Center (8)
4. Hike and Bike Trails (7)
5. Disc Golf (6)
6. Soccer Fields (5)
7. Dog Park (3)
8. Playgrounds (1)
9. Open Space / Nature Area (1)



*(Public Input Meetings Continued)*

Under the “Other” category these were listed once: Recreation Center, Trail Linkages, Prairie Creek Improvements/Playground, City Lake Park Improvements, Soccer Field with Shade/Bleacher, Lighted Soccer Fields (Dark Playground), Splash Pad, Aquatic/Pool Facility, Diving Board, Hot Tub, Access to Sports Complex (Traffic), Basketball, Hike & Bike Trails, Disc Golf, Dog Park, More ADA Playgrounds, Bleachers and Sports Park, Restroom at Baseball Fields, Access to Back of Lake, Remove Basketball Court at Shannon Park, Lights on T-Ball Field, Amphitheater, Adult Softball, Sidewalk in Front of High School, and Skateboards.

## STANDARD-BASED ANALYSIS

This approach is used to assist in assessing the future recreational needs for Kaufman, and follows established and recognized standards for assessing the quantity of park land and the number of facilities that are required to meet the needs of a given population.

### Facility-Recreation Standard

One source is the National Recreation and Park Association (NRPA). The

NRPA has functioned as a source of guidance for park standards and development for a number of years. The NRPA’s standards are suggested to be a guide for determining park and open space needs. From community to community, differences will be found in the socio-economic and cultural characteristics, and in climatic conditions. Therefore, the range of demands and preferences for recreational activities will vary with these differences. Obviously, these variances will directly influence a uniform standard for all locations. NRPA is very specific to point out that their data is to be used only as a guide to the development of local standards. Therefore, the NRPA provides input to the formation of local needs. *Table 3* above shows a standards analysis for the current population of 7,500 people, and *Table 4* (on following page) illustrates a standards analysis for Kaufman’s population of 15,000 people in year 2030.

This is a standard comparison which illustrates the level of services provided at 7,500 and what the projected facilities need would be for the anticipated population of 15,000 by year 2030. Again, it is important to note

**TABLE 3: FACILITY STANDARD ANALYSIS USING EXISTING POPULATION OF 7,500**

| Facility          | NRPA Standards | Current Kaufman Inventory | Recommendation       |
|-------------------|----------------|---------------------------|----------------------|
| Basketball        | 1/5,000        | 3                         | 1/4,000 = 2          |
| Tennis Courts     | 1/2,000        | 2                         | 1/8,000 = 1          |
| Youth Baseball    | 1/20,000       | 4                         | 1/5,000 = 2          |
| Youth Softball    | 1/5,000        |                           | 1/5,000 = 2          |
| Adult Softball    | 1/5,000        | 3                         | 1/5,000 = 2          |
| Football          | 1/20,000       |                           | 1/65,000 = 1         |
| Youth Soccer      | 1/10,000       | 10                        | 1/5,000 = 2          |
| Playgrounds (1)   | NS             | 4                         | (1)                  |
| Picnic Tables     | NS             | 17                        | 1/300 = 25           |
| Swimming Pool     | 1/20,000       |                           | 1/30,000 = 2         |
| Trails            | NS             |                           | As many as possible* |
| Recreation Center | 1/20,000       |                           | 1/30,000 = 1         |

(1) One playground should be installed in each neighborhood, community and regional park  
Table assumes lighted facilities  
NS = No Standard  
NRPA = National Recreation and Parks Association  
\*As many as possible in order to provide a comprehensive system of pedestrian trails that connect residential areas to parks, schools and open space

that these are national standards and the comparison will vary from city-to-city. It is common for larger cities to provide recreational facilities for smaller communities nearby. Often, smaller communities do not have recreational facilities and depend on larger area cities for these resources. However, it should be noted that the Kaufman Parks System also provides recreational opportunities for citizens outside the City limits.

**TABLE 4: FACILITY STANDARD ANALYSIS USING ESTIMATED POPULATION OF 15,000 IN YEAR 2030**

| Facility          | NRPA Standards | Current Kaufman Inventory | Recommendation       |
|-------------------|----------------|---------------------------|----------------------|
| Basketball        | 1/5,000        | 3                         | 1/4,000 = 4          |
| Tennis Courts     | 1/2,000        | 2                         | 1/8,000 = 2          |
| Youth Baseball    | 1/20,000       | 4                         | 1/5,000 = 3          |
| Youth Softball    | 1/5,000        |                           | 1/5,000 = 3          |
| Adult Softball    | 1/5,000        | 3                         | 1/5,000 = 3          |
| Football          | 1/20,000       |                           | 1/65,000 = 1         |
| Youth Soccer      | 1/10,000       | 10                        | 1/5,000 = 3          |
| Playgrounds (1)   | NS             | 4                         | (1)                  |
| Picnic Tables     | NS             | 17                        | 1/300 = 25           |
| Swimming Pool     | 1/20,000       |                           | 1/30,000 = 1         |
| Trails            | NS             |                           | As many as possible* |
| Recreation Center | 1/20,000       |                           | 1/30,000 = 1         |

(1) One playground should be installed in each neighborhood, community and regional park  
Table assumes lighted facilities  
NS = No Standard  
NRPA = National Recreation and Parks Association  
\*As many as possible in order to provide a comprehensive system of pedestrian trails that connect residential areas to parks, schools and open space

## DEMAND-BASED ANALYSIS

### **Park Land Acreage Analysis**

Park Land Acreage Analysis is evaluated on the basis of Kaufman’s current population, as shown in Table 5 below. The NRPA established cities evaluate the park land in its park system as it relates to population. The acreage required per 1,000 populations varies for each park classification. For long range planning for all cities, including Kaufman, these park land ratios provide a useful tool in terms of determining future park land acreage acquisition goals and possible future park types.

| TABLE 5: PARK LAND ACREAGE ANALYSIS |                                     |                                    |                                                      |                                                                |
|-------------------------------------|-------------------------------------|------------------------------------|------------------------------------------------------|----------------------------------------------------------------|
| Park Type                           | Recommended Acres per 1,000 Persons | Existing Acreage for Kaufman Parks | Acreage Needed for Existing 2019 Population of 7,500 | Acreage Needed for Estimated Population of 15,000 in Year 2030 |
| Neighborhood Park                   | 2.5 acres                           | 25.82                              | 18.75                                                | 37.5                                                           |
| Community Park                      | 5 acres                             | 81.0                               | 37.5                                                 | 75.0                                                           |
| Special Use Park                    | 2 acres                             | 0.027                              | 15                                                   | 30                                                             |
| Open Space/Greenbelts               | 6-8 acres                           | 291.20                             | 60                                                   | 120                                                            |
| <b>Acres:</b>                       | <b>17.5 acres</b>                   | <b>398.047</b>                     | <b>131.25</b>                                        | <b>262.50</b>                                                  |

**Neighborhood Park** – The Neighborhood Park is an overall municipal park system. The ratio of 2.5 acres per 1,000 population should not be confused with the minimum acreage size of five (5) acres and above. The minimum acreage for a neighborhood park should be five (5) acres for several important reasons. A minimum of five (5) acres provides enough land to develop playgrounds, small pavilions, etc. A smaller tract will limit the facilities and the recreational opportunities available to citizens. In the event that a city accepts a smaller tract of land, in the one (1) acre to three (3) acre range, maintenance of these parks would be time consuming and would also require an increase to the City’s maintenance budget. A minimum of five (5) acre tracts is therefore recommended for Neighborhood Park development.

**Community Park** - The Community Park category is high because of the large number of acres at the Kaufman Sports Complex. These types of parks are community, passive-type use parks. Athletic Complexes are found in the Community Park category. Based on this analysis, there is not a need for additional park land for athletic facilities in the future.

**Special Use Park** – A Special Use Park can be a downtown park, tennis center, golf course, garden or arboretum; therefore, parks that have one special use or purpose. The City at this point does not have a special use park. Brin Garden is classified as special use because of its location and size.

**Open Space / Greenbelts** – A smaller tract, such as a mini park, which is five (5) acres or less, will limit the facilities and the recreational opportunities available to citizens. In the event a city accepts a smaller tract of land (in the one (1) acre to four (4) acres range) maintenance of these parks would be time consuming, and also would require an increase to the city’s maintenance budget, in evaluating Kaufman’s park system, it has been determined that this type of park is not a beneficial park and therefore these types of smaller tracts of land should not be accepted or built.

## **FUTURE PARK IMPROVEMENTS & RECOMMENDATIONS**

### **EXISTING PARK IMPROVEMENTS**

The focus of this section will be the renovation of existing parks. The improvements are based on an analysis of existing facilities. Descriptions of these parks and related recommendations begin on the following page.

Preliminary cost estimates have also been prepared for each park element or improvement. The costs are general for specific elements such as benches, playgrounds, picnic tables, etc. Items such as drainage improvements and field renovation should be analyzed at the time of the proposed improvements as these items requires a detail site analysis which is not included in this Parks, Recreation and Open Space Master Plan.

In general, all parks and facilities should consider the senior and physically challenged citizens. These citizens have specific needs which must be considered and accommodated within the design process of any park. With all this in mind, all recreational activity facilities should be accessible to all age groups and physical capabilities.



Prairie Creek Open Area

NEIGHBORHOOD PARKS

Cottage Heights Park

Address: Second Street and Dellis Street

Size: 0.23 Acres

Facilities: Picnic Tables with Grills (2) One is Covered  
Playground Equipment

Recommended Improvements:

|                                                           |                    |
|-----------------------------------------------------------|--------------------|
| ▪ Add Small Picnic Pavilion Approximately 20’ x 20’       | \$50,000.00        |
| ▪ Plant Shrubs to Screen Industrial Use to Southeast      | \$ 3,000.00        |
| ▪ Replace Existing Chain-Link Fence with Decorative Fence | \$10,000.00        |
| ▪ Provide Park Signage and Entry Amenities                | <u>\$10,000.00</u> |
| Total:                                                    | \$73,000.00        |



### **Kings Fort Park**

**Address:** Kings Fort Development

**Size:** 19 Acres

**Facilities:** Undeveloped

#### **Recommended Improvements:**

- None At This Time



### **Melody Circle Park**

**Address:** Melody Circle Street

**Size:** 0.39 Acres

**Facilities:** Picnic Table (1)  
½ Basketball Court  
Tot Lot

### **Recommended Improvements:**

|                                                          |                     |
|----------------------------------------------------------|---------------------|
| ▪ Prepare a Master Plan of Recommended Park Improvements |                     |
| ▪ Add Small Playground Structure with Shade Canopy       | \$ 75,000.00        |
| ▪ Add Small Picnic Pavilions (15' x 15')                 | \$ 45,000.00        |
| ▪ Resurface Basketball Court (Color)                     | \$ 20,000.00        |
| ▪ Create Entry to Park with Fencing / Signage            | \$ 25,000.00        |
| ▪ Provide a Sidewalk Through the Park                    | \$ 10,000.00        |
| ▪ Study Standing Drainage                                | \$ 5,000.00         |
| ▪ Turf and Irrigation Improvements                       | \$ 15,000.00        |
| ▪ Provide Park Signage and Entry Amenities               | <u>\$ 10,000.00</u> |
| <b>Total:</b>                                            | <b>\$205,000.00</b> |



### **Phillips Circle Open Area**

**Address:** Adjacent to Phillips Circle

**Size:** 4 Acres

**Facilities:** Space Undeveloped

#### **Recommended Improvements:**

|                                                          |                     |
|----------------------------------------------------------|---------------------|
| ▪ Prepare a Master Plan of Recommended Park Improvements |                     |
| ▪ Medium Picnic Pavilion                                 | \$ 60,000.00        |
| ▪ Shaded Playground Structure                            | \$100,000.00        |
| ▪ Loop Walking Trail                                     | \$ 75,000.00        |
| ▪ Multi-Purpose Court                                    | \$ 85,000.00        |
| ▪ Turf & Irrigation Improvements                         | \$175,000.00        |
| ▪ Provide Park Signage and Entry Amenities               | <u>\$ 10,000.00</u> |
| <b>Total:</b>                                            | <b>\$505,000.00</b> |



## **Shannon Park**

**Address:** Barnes and Shannon Street

**Size:** 2.2 Acres

**Facilities:** Covered Playground  
Old Basketball Court  
Picnic Units (4)  
Restroom (1)  
Old Playground Equipment

### **Recommended Improvements:**

- |                                                         |                     |
|---------------------------------------------------------|---------------------|
| ▪ Remove Old Playground Equipment                       | \$ 2,500.00         |
| ▪ Remove and Replace Existing Basketball Court          | \$ 85,000.00        |
| ▪ Enhance Existing Historic Entry Columns (Landscaping) | \$ 10,000.00        |
| ▪ Add Small Picnic Pavilion on South End of Park        | \$ 25,000.00        |
| ▪ Provide Park Signage and Entry Amenities              | <u>\$ 10,000.00</u> |

**Total:** **\$132,500.00**



OPEN SPACE / GREENBELTS

**Prairie Creek Open Area**

**Address:** Rand Road / Melody Circle

**Size:** 19 Acres

**Facilities:** Large Natural Open Area

**Recommended Improvements:**

|                                                          |                     |
|----------------------------------------------------------|---------------------|
| ▪ Prepare a Master Plan of Recommended Park Improvements |                     |
| ▪ Concrete Hike & Bike Trail                             | \$200,000.00        |
| ▪ Picnic Pavilion                                        | \$100,000.00        |
| ▪ Shaded Playground Structure                            | \$100,000.00        |
| ▪ Provide Park Signage and Entry Amenities               | <u>\$ 10,000.00</u> |
| <b>Total:</b>                                            | <b>\$410,000.00</b> |



## **Kaufman City Lake Park**

**Address:** Located in the Northeast Part of Kaufman  
off of Highway 34.

**Size:** 232.2 Acres

**Facilities:** Boat Ramp (1)  
Pier (1)  
Playground 2-5  
Picnic Tables (7)  
Picnic Pavilion (1)  
Restroom (1)  
Fishing Pier (1)

### **Recommended Improvements:**

- |                                                           |                               |
|-----------------------------------------------------------|-------------------------------|
| ▪ Prepare a Master Plan of Recommended Park Improvements  |                               |
| ▪ Add Small Pavilion                                      | \$ 75,000.00                  |
| ▪ Evaluate Piers                                          | \$ 20,000.00                  |
| ▪ Create Wetland Viewing & Environmental Education Center | \$ 200,000.00 to \$400,000.00 |
| ▪ Re-Define Parking Lots for Boat Trailer & Vehicles      | \$ 10,000.00                  |
| ▪ Lake Walking Trail                                      | \$ 250,000.00                 |
| ▪ Replace Playground with Shaded Playground Structure     | \$ 100,000.00                 |
| ▪ Replace Existing Pavilion                               | \$ 125,000.00                 |
| ▪ Replace Existing Sidewalks                              | \$ 25,000.00                  |
| ▪ Turf & Irrigation Improvements                          | \$ 50,000.00                  |
| ▪ Provide Park Signage and Entry Amenities                | <u>\$ 10,000.00</u>           |

**Total:** **\$1,065,000.00**



## SPECIAL USE PARKS

### **Brin Garden**

**Address:** Washington Street and Mulberry Street  
(East Side of Town)

**Size:** 0.027 Acres

**Facilities:** Benches  
Picnic Table

### **Recommended Improvements:**

- None At This Time



## COMMUNITY PARKS

### **Kaufman Sports Complex**

**Address:** Located on the North Side of Town off Highway 34.

**Size:** 81 Acres

**Facilities:** Ages 2-5 Covered Playground  
Ages 5-12 Covered Playground  
Exercise Equipment (Covered)  
Picnic Pavilions (2)  
Lighted Tennis Courts (2)  
Full Size Basketball Court (1)  
300' Softball Fields (3)  
Baseball Fields (4)  
Soccer Fields (10)  
4,600 L.F. Hike and Bike Trail

### **Recommended Improvements:**

- |                                                  |                     |
|--------------------------------------------------|---------------------|
| ▪ Add Fourth Field to Softball Complex (Lighted) | \$250,000.00        |
| ▪ Budget to Replace Existing Playground          | \$150,000.00        |
| ▪ Explore Adding Splash Pad or Aquatic           | \$500,000.00        |
| ▪ Provide Park Signage and Entry Amenities       | <u>\$ 10,000.00</u> |

**Total:** **\$910,000.00**



## THE IMPORTANCE OF PARK ACQUISITION

The City of Kaufman currently has a good distribution of parks that serve the City well. The various types of park classifications provide differing recreational opportunities, some for neighborhoods, some for organized sports, some for passive play, etc. It is important for a city to have a diverse park system, and thereby provide its citizenry with varying recreational choices.

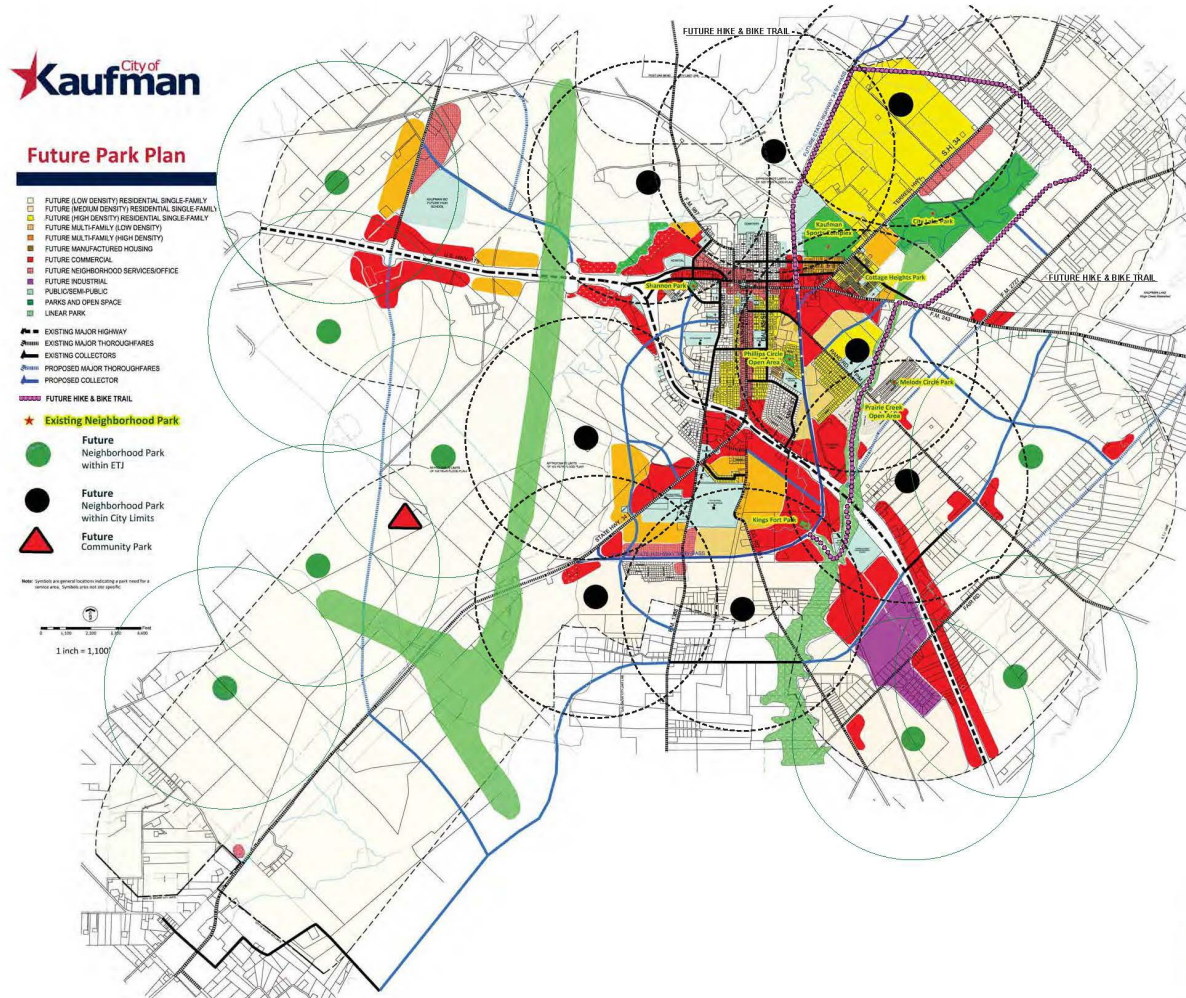
Not only is a diverse park system important, but also the size and scope of that system is important; the size and scope to adequately serve a city's population base. Kaufman is projected to increase in population from its current number of 7,500 people in 2019 to 15,000 by the year 2030. The population that is projected creates a challenge for the City to continually provide adequate park and recreational facilities that meet the needs of citizens in tandem with this growth. Not only will population growth within the City itself need to be considered, but also as the Kaufman City limits expand through the annexation process in its extraterritorial jurisdiction (ETJ).

For all these reasons, the act of acquiring park land is one of the most important components in park development. Doing so is the only way that a city can meet its obligations to provide a diverse and size-appropriate park system. Key to this is to note that as Kaufman grows and land is developed into residential and commercial uses, the absolute best opportunity for park land acquisition is lost unless park land is acquired concurrently with the new development, both within the City limits and in the ETJ.

## FUTURE NEIGHBORHOOD PARK ACQUISITION

The neighborhood park is considered to be the core unit in a municipal park system because it provides recreation opportunities within walking distance of homes. The service area of a neighborhood park, therefore, is considered to be a one-mile radius because most people are able to comfortably walk that distance (or less) to enjoy a park.

The *Future Park Plan* illustrates the generally proposed location of future neighborhood parks, shown as one-mile circles (to represent a radius) on the map. This shows the need for the City to acquire land for and build new neighborhood parks. Again, the location of the neighborhood parks as shown on the *Future Park Plan* is generalized and is not intended to identify specific parcels or lots for park land acquisition; the Kaufman Parks and Recreation Advisory Board will recommend specific property when the time is appropriate based on growth and development. The goal is to show where a neighborhood park is anticipated to be needed to serve the citizens within that radius as population growth occurs. An additional eight (8) neighborhood parks, within the current limit, should be obtained. As previously stated, a neighborhood park should be between five (5) and ten (10) acres; therefore, an addition of 40 to 80 acres of neighborhood park land should be acquired. In the ETJ it is projected another eight (8) neighborhood parks will be necessary, totaling an estimated 40 to 80 acres of neighborhood park land to address this need.



## **FUTURE COMMUNITY PARKS, GREENBELTS AND SPECIAL USE PARKS**

### **Community Parks**

Community parks typically provide organized athletic fields and other associated park facilities such as playgrounds, pavilions, splash pads, trails, etc. The City of Kaufman currently has approximately 81.0 acres of community park land in the park system. It should be noted, Kaufman currently services not only its citizens but also people who live outside the City limits and in Kaufman County, due to a lack of facilities in those surrounding areas. This creates a need for the City to provide additional park facilities to supplement the additional population that is served.

To address current needs and future growth, the City will need to acquire an additional 40 to 60 acres of community park land. Designing and building athletic facilities, soccer, baseball, softball and other community park activities should be a primary goal.

### **Hike and Bike Trail Plan**

Hike & Bike Trails ranked fourth in priority as a need in Kaufman, as identified by the citizens who attended the Public Input Meeting. Hike and bike trails provide recreational opportunities to all citizens and all age groups. Trails for biking, walking and running are important to Kaufman citizens. The Hike and Bike locations are shown on the Future Park Plan. Typically, the minimal trail width should be eight feet (8') with a recommended width of ten feet (10').

### **Indoor Recreation Centers**

The City of Kaufman has several needs at this time in terms of its park system. An indoor recreation center is one of these needs. Most often cities provide indoor recreational opportunities in the form of a recreation center. These facilities provide for organized work out programs such as aerobic exercise, weight lifting, and stationary low-impact bikes and treadmills. Basketball and racquetball also cultivate recreation opportunities. Typically, recreation centers are approximately 20,000 to 60,000 square feet. These facilities range in cost between \$5,000,000 to \$20,000,000. This cost is based on the final square footage and the amenities in the center. The City is currently working with a private entity that will provide indoor recreation opportunities.

### **Aquatic Facilities**

Aquatic Facilities were identified by citizens as the number one priority in Kaufman during the Public Input Meeting held on August 23, 2018. Aquatic facilities can be built as full-service aquatic parks, which consist of pools, slides, wading pools and water play features. Initial cost for a facility of this type is estimated at \$3,000,000 to \$6,000,000. These large multi-million-dollar water parks often have a service area larger than the City limits of Kaufman and are typically classified as a regional facility. The City should look at a marketing study or a feasibility analysis while considering an aquatic facility of this scale.

Another feature is a spray park or splash park, which can be built with approximately \$400,000 to \$750,000. The ultimate size of an aquatic facility is largely dependent on the service area. These types of facilities are often located in community parks. The City should plan to construct an aquatic facility within the next five

years.

### **Greenbelts and Open Space**

One of the primary uses of greenbelts and open space is for hike and bike trail corridors and preservation of open space. The City currently does not have an extensive trail system in a greenbelt, creek corridor or open space area. Based on the Needs Assessment Dot Board and the Ten-Year Priority List, hike and bike trails or multi-use trails has been identified as the number four requested amenity in Kaufman. Although trails are developed in neighborhood and community parks, the most optimal location is in the greenbelts and open spaces of creek corridors.

These trails can become destination trails to adjacent cities and internal to Kaufman provide pedestrian trails to retail areas, and to connect parks to other parks and public areas. When property adjacent to creeks and floodplains is developed, floodplain property should be dedicated to the City for Open Space and Greenbelts.

The City should accept floodplain areas as a donation and should not purchase the land, unless the City foresees a need for a critical purchase in order to preserve land and/or provide a link to another park. These open spaces preserve trees and native areas and enhance the educational and passive use of floodplains and open space for park patrons.

### **Special Use Parks**

The City currently has one Special Use Park which is Brin Garden. The City may acquire/construct additional special use facilities as acquisition and development of special use parks are added.

## TEN-YEAR ACTION PLAN/PRIORITY LIST

The Ten-Year Action Plan/Priority List, as outlined below in Table 6, (for Outdoor Facilities) and Table 7, (for Indoor Facilities), represents the culmination of the Parks, Recreation & Open Space Master Plan. It is the synoptic conclusion of the park master planning process. Annual review of the action plan by the City Staff, City Council members, Kaufman Parks and Recreation Advisory Board and citizens will allow analysis of action item recommendations for acquisition, improvements, and new facilities to enhance the quality of Kaufman Parks and Recreation System to maximum effect.

**TABLE 6: TEN-YEAR ACTION PLAN – RECREATIONAL FACILITY PRIORITY LISTING FOR OUTDOOR FACILITIES**

| Priority | Facility               | Timing     | Estimated Cost         | Possible Funding Sources         |
|----------|------------------------|------------|------------------------|----------------------------------|
| 1.       | Hike and Bike Trails   | 2020 -2025 | \$300,000/Mile         | Bonds, Grants, Private Donations |
| 2.       | Playgrounds            | 2020 -2025 | \$80,000/Each          | Bonds, Grants, Private Donations |
| 3.       | Picnic Tables          | 2020 -2025 | \$1,200/Each           | Bonds, Grants, Private Donations |
| 4.       | Park Benches           | 2020 -2025 | \$1,750/Each           | Bonds, Grants, Private Donations |
| 5.       | Splash Park            | 2020 -2025 | \$300,000 to \$500,000 | Bonds, Grants, Private Donations |
| 6.       | Picnic Pavilion        | 2020 -2025 | \$25,000 to \$100,000  | Bonds, Grants, Private Donations |
| 7.       | Youth Soccer Field     | 2020 -2025 | \$325,000              | Bonds, Grants, Private Donations |
| 8.       | Football Fields        | 2020 -2025 | \$250,000/Each         | Bonds, Grants, Private Donations |
| 9.       | Disc Golf              | 2020 -2025 | \$30,000 Each          | Bonds, Grants, Private Donations |
| 10.      | Lighted Sport Fields   | 2020 -2025 | Varies                 | Bonds, Grants, Private Donations |
| 11.      | Dog Park               | 2020 -2025 | \$100,000 to \$300,000 | Bonds, Grants, Private Donations |
| 12.      | Youth Baseball Field   | 2020 -2025 | \$300,000              | Bonds, Grants, Private Donations |
| 13.      | Youth Softball Field   | 2020 -2025 | \$300,000              | Bonds, Grants, Private Donations |
| 14.      | Open Space Acquisition | 2020 -2025 | Varies                 | Bonds, Grants, Private Donations |
| 15.      | Basketball             | 2020 -2025 | \$100,000              | Bonds, Grants, Private Donations |
| 16.      | Practice Open Space    | 2020 -2025 | \$25,000/Acre          | Bonds, Grants, Private Donations |
| 17.      | Tennis Courts          | 2020 -2025 | \$80,000/Each          | Bonds, Grants, Private Donations |
| 18.      | Adult Softball         | 2020 -2025 | \$350,000              | Bonds, Grants, Private Donations |

**TABLE 7: TEN-YEAR ACTION PLAN – RECREATIONAL FACILITY PRIORITY LISTING FOR INDOOR FACILITIES**

| Priority | Facility          | Timing      | Estimated Cost | Possible Funding Sources         |
|----------|-------------------|-------------|----------------|----------------------------------|
| 1.       | Indoor Track      | 2019 - 2024 | Varies         | Bonds, Grants, Private Donations |
| 2.       | Multi-Purpose Gym | 2019 - 2024 | Varies         | Bonds, Grants, Private Donations |
| 3.       | Aerobic Room      | 2019 - 2024 | Varies         | Bonds, Grants, Private Donations |
| 4.       | Arts & Crafts     | 2019 - 2024 | Varies         | Bonds, Grants, Private Donations |
| 5.       | Racquetball       | 2019 - 2024 | Varies         | Bonds, Grants, Private Donations |
| 6.       | Weight Room       | 2019 - 2024 | Varies         | Bonds, Grants, Private Donations |
| 7.       | Computer Room     | 2019 - 2024 | Varies         | Bonds, Grants, Private Donations |

## PLAN SUMMARY

This *Parks, Recreation & Open Space Master Plan* is a fluid planning tool which will guide the development and acquisition of new park land and recreational facilities. The Master Plan has identified the need for park improvements, recreational athletic fields, facilities, and restoration of existing parks. As with any public or municipal project, the amount of available funding or potential to retire debt is the controlling factor in deciding which project or projects should be completed first.

As identified, renovation projects for existing parks typically have smaller construction budgets. The renovations specified in this *Master Plan* outline required new construction. These types of projects generally receive money from the City's general fund and/or a bond issue which requires voter approval. Projects of this nature and scope outlined in the *Master Plan* would take approximately 6 to 8 months to complete. The larger renovation projects, such as field renovation or community parks, should allow for 12 to 14 months to complete. This includes development of plans and specifications and construction.

This *Parks, Recreation and Open Space Master Plan* should be reviewed annually or after a major project or task has been accomplished.

## IMPLEMENTATION

Identified within this section are the ways and methods of implementing the recommendations within this *Parks, Recreation and Open Space Master Plan*. Critical to its implementation is the action plan, which should be developed annually by the City of Kaufman.

## POLICIES AND ORDINANCES

The accuracy of these implementation mechanisms is dependent upon the proper coordination of input from contributing bodies including City officials, elected and appointed, City staff, the Kaufman school district, surrounding municipalities, sports groups, and most importantly the citizens of Kaufman. All parties must communicate and work collectively toward common goals, only this will ensure the successful development of the park system. An example of this communication, at the staff level, would be the incorporation of the *Parks, Recreation & Open Space Master Plan* during review of proposed development plans with various entities involved.

Ordinances provide the legal framework for implementation of this *Master Plan*, and therefore, aid in park system development and protection. Outlined below are several ordinances directly related to park land acquisition and development.

## WATERSHED MANAGEMENT AND DRAINAGEWAY ORDINANCES

These ordinances protect and preserve greenbelts and floodplains. They provide a tool to manage the drainage and floodplains within Kaufman. The ordinances respond to Federal Emergency Management Agency (FEMA) and National Pollutant Discharge Elimination System (NPDES) mandates for cities. These tools may be drafted in a format as restrictive as the City wishes. A reciprocal benefit of the preservation of these areas would be their use as linear greenbelts and connections to destinations throughout the City.

## FUNDING SOURCES

This *Parks, Recreation and Open Space Master Plan* recommends the development of a number of new parks, and further development in some existing parks. Once completed, these recommended improvements represent a substantial public investment in parks and open space as the City grows and develops. The various sources of funds for these improvements are as important as the diversity of those sources. When there are several sources of funds for implementing this *Parks, Recreation and Open Space Master Plan*, then no one source is over-burdened, and the *Master Plan* has a better probability of successful implementation. The sources discussed below relate to the purchase, development, and/or renovation/expansion of park land and facilities.

### **Park Dedication Fees**

Park Dedication Fees are collected on dwelling units which are approved by the City. Cities should periodically review the land and fee dedicated for park acquisition and development. This review should analyze the cost of land and park development compared to the monetary fee collected in order to ensure the fee and dedication amount is adequate to provide for park development. As a guide, the City may evaluate other cities' dedication fees and dedication. This analysis should compare cities of similar population as Kaufman.

### **General Fund**

This source of funding is supported by ad valorem tax revenues. It is generally the primary source of funds for maintenance and operation of the existing park system. The general fund is also the source for projects requiring smaller amounts of capital investment. Although projects funded by this source make a small annual contribution to the expansion of the park system, analysis over a number of years usually reflects a major accomplishment in improvements to the park system. It is important to include funding for on-going maintenance and staff requirements for new developments and improvements.

### **Hotel Occupancy Tax**

The Hotel Occupancy Tax is a tax levied on hotel rooms and lodging. This tax could be used for certain park developments such as athletic facilities and community parks.

### **Bonds**

Bonds are generally the most common funding source utilized by cities for the purchase of land and for providing development monies. There are two types of bonds which are used for parks, both of which must be approved by referendum.

- **General Obligation Bond** – The General Obligation Bond is amortized using ad valorem taxes and is used for the funding of capital projects which are not supported by a revenue source. These projects include water service, sanitary sewer service, and park acquisition and development. The availability of bonding for parks is often dependent upon the overall municipal needs funded by this source. Capital items, such as purchase of land and physical improvements with a useable life expectancy of 15 to 20 years, can be funded with general obligation bonds.
- **Revenue Bonds** – Revenue bonds fund projects which produce enough revenue to retire their debt, such as golf courses, batting cages, and enterprise-oriented park projects.

### **Private Donations**

This source of financial assistance would usually come from a citizen, an organization, or a business with an interest in assisting with the development of the park system. Land dedication is not an uncommon occurrence when property is being developed. The location of a neighborhood park within a residential development offers additional value to residential units within that neighborhood, especially if the residential development is occupied by younger families with children.

Private donations may also be received in the form of funds, facilities, recreation equipment, art or in-kind services. Donations from local and regional businesses, as sponsors for events or facilities, should be pursued.

### **Sales Tax Option (4B)**

The passage of Senate Bill 376 in 1992 gave cities an economic development tool which provided a sales tax that could be levied for park and recreation purposes.

### **Texas Recreation and Parks Account (TRPA) Program**

The TRPA Program is administered by the Texas Parks and Wildlife Department (TPWD). The TPWD program allows a city to request matching funds for both the acquisition and construction of park facilities. Currently, funds are available on a fifty percent (50%) cost share basis; the maximum amount for which a grant request can be is \$500,000. The grant is secured through submission of an application which follows a standard format for applicants. All applications received are ranked by a point system designed to evaluate the need for the purchase or construction being requested. Funds are distributed among the applicants having the greater number of points, until all allocated funds are expended.

Applications to the TPWD can be made annually, with a six-month waiting period following the submission date before successful applicants are notified. The number of applications a city may submit at any given time is based on both past performance on grants and TPWD evaluation criteria. This funding source is used by many communities. The competitiveness of the program generally allows cities having bona fide park needs to prevail in obtaining funds.

### **Public Improvements District (P.I.D.)**

When authorized by City Council and in compliance with state laws, new developments can establish a Public Improvement District (P.I.D.). As a taxing district, the P.I.D. provides funds specifically for the operation and maintenance of public facilities such as parks and major boulevards.

### **Tax Increment Financing District (T.I.F.)**

A T.I.F. is a tool used by local government to finance public improvements in a defined area as approved by the City Council. When an area is designated a T.I.F. district the tax base is frozen at the current level. As development occurs within the T.I.F., the increased value of property, the tax increment is captured. The tax increments are posted to a separate fund to finance public improvements within the district.



**Meeting Date:** January 5, 2021

**Consent:** No

**Discussion/Action:** Yes

**SUBJECT:** Conduct a public hearing and make a recommendation to City Council on an ordinance amending the City of Kaufman Subdivision Ordinance O-24-99, as amended, codified as Chapter 94 of the City of Kaufman Code of Ordinances, for parkland dedication requirements for the provision of adequate neighborhood and community parks and recreation facilities (Case No. SO-01-21)

**BACKGROUND/SUMMARY:**

A parkland dedication and fee ordinance is proposed as a mechanism to provide more parks, recreational and open spaces, and park amenities in future single-family and multi-family residential developments, and to provide funding for new amenities in the new and existing parks. Terrell, Forney, Rowlett, Wylie, Frisco, McKinney, Garland, Mesquite, Sunnydale, and Rockwall are just some of the cities in the metroplex that have adopted similar ordinances. Staff and the City Attorney, working with our park consultant Dennis Sims of Dunkin Sims Stoffels, Inc., have developed the proposed ordinance. Mr. Sims was the consultant for the development of the City of Kaufman's Parks, Recreation and Open Space Master Plan (Park Master Plan), which was adopted on August 5, 2019, by Ordinance O-15-19. The 10-year plan was developed with input from the Kaufman Parks Board, Public Works, and City Council.

The ordinance gives single and multi-family developers the option to dedicate parkland or to pay a specified fee instead, which is called a fee-in-lieu of land, and a park development fee to fund the amenities of the new parkland. The developer can dedicate parkland and develop the park amenities as long as the amenities developed are equal or more in value than the park development fee. If the developer does not have enough land to dedicate, he can pay the fee-in-lieu of land and the park development fee that will go to the nearest park to fund amenities. The ordinance is employed during the planning and development of property or subdivision of single and multi-family residential property within the city limits and the extraterritorial jurisdiction (ETJ) area.

The ordinance requires that funds collected for fee-in-lieu of land are kept in a separate account with reference to the specific plat involved. These fees can be used for the purchase, acquisition, development, and/or improvement of a park. Park development fees are used to develop the amenities in the newly dedicated park or possibly in an undeveloped park within a one-mile radius of the subdivision. These fees must be encumbered or expended within 10 years of the date received. The developer can request a refund if the fees are not encumbered or expended.

Any parkland dedicated to the city or any fees collected are based upon the adopted Park Master Plan. Multi-family fees are required to be paid prior to the issuance of any building permits. Single-family residential fees are required to be paid prior to filing an associated plat of record.

The Park Master Plan has the following five goals.

1. Provide passive and active recreational opportunities for all citizens.
2. Create a system of parks, open spaces, trails, and facilities that meet the needs of residents of all ages.
3. Use the Parks, Recreation and Open Space Master Plan as a guide for parkland acquisition, open space protection, and trail development.
4. Plan for a comprehensive hike and bike trail system.
5. Preserve and conserve Kaufman's natural areas, greenbelts, and open space for the enjoyment and environmental education of current and future citizens.

A parkland dedication ordinance is just one of the tools used to implement the Park Master Plan's goal for parkland acquisition and development in residential areas of the city. Watershed management and drainageway ordinances are two other key ordinances that would protect and preserve greenbelts and floodplains. This goal will be partially accomplished with a new subdivision ordinance. Development Services, the City Attorney, and our civil engineering firm, Teague, Nall, and Perkins are currently developing a draft subdivision ordinance for the Commission to consider later in 2021.

The attached parkland dedication and fee ordinance was determined using the guidelines listed below:

### **General Rules for A Parkland Dedication and Fee Ordinance**

- Dedication, Fees in Lieu, and Development Fees must be **individually determined** and **roughly proportionate** to the demand generated by the specific development and may not be used to raise existing levels of service.
- To increase levels of service, City must budget or otherwise obtain funds to make improvements that would affect the increase.
- Parkland Dedication may only be required for residential development (single-family, multi-family, duplex, triplex, and townhouses) and may be required for rezoning of large tracts.
- Fee-in-Lieu may be amended yearly to reflect changes in average cost per acre.

### **Parkland Dedication and Fee-in-Lieu**

#### **1) Minimum Land Dedication Requirements**

- Determine the minimum acreage that would provide a usable park for the population.
- Legislative findings – (1) anticipated future needs (2) types of parks (3) how much land is required to develop the types of parks needed.
- For cities similar in size to Kaufman, the standard appears to be between a 2 and 5-acre minimum for dedication. **Kaufman has determined 2 acres is the minimum acceptable size.**
- If a Developer can meet the acreage requirement for dedication, the Council can require payment of a fee-in-lieu rather than dedication, but that determination must be based upon the inability of the land proposed for dedication to meet criteria for acceptable land as set forth in the ordinance and must be applied consistently.

- Establish a minimum acreage of land that the City will accept rather than requiring a fee-in-lieu of dedication:

Option 1: Minimum is a guideline and City Council can retain authority to determine if they want to accept land less than the minimum acreage or require a fee-in-lieu

Option 2: Minimum is the standard and there is no Council review. Payment will be required if the land is below minimum acreage. **Kaufman has determined the minimum dedication is 1 acre per 6.6 dwelling units.**

## 2) Level of Service and Dedication Requirement

- Determine Number of Districts

Option 1: Multiple Districts - Divide the City into Districts based upon existing residential zones and determined park needs. Considerations: are there different park needs in different areas of the City? Is there a greater concentration of population in a specific area? How accessible are the parks to different areas of the City?

Option 2: Single District - Designate the entire City as a single District. Consider: if the Council wants every development to dedicate the same amount of parkland or pay the same amount of fee-in-lieu regardless of the location of the development. **The Park Master Plan designates the entire City as a single district.**

- Determine Existing Level of Service to Establish the Amount of Parkland to be Dedicated Per Unit. **See Appendix II for the calculated factors such as the population, acreage, and persons per household.**

Step 1: Existing Population / Existing Park Acreage = Number of Acres of Parkland Per Person

Step 2: Number of Acres of Parkland Per Person X Number of Persons Per Household (census) = Acres Per Household Unit

Step 3: Number of Household Units Developer is adding X Acres Per Household Unit = Total number of acres that the Developer is required to dedicate

## 3) Fee-in-Lieu - May be used to acquire more land or make improvements to existing parks

Step 1: Determine Cost of One Acre of land (yearly appraisal) **\$47,000 See Appendix II.**

Step 2: Multiply Cost X Total number of acres that the Developer is required to dedicate = Fee-in-Lieu payment

The proposed fees are based on how much the average neighborhood park costs in Kaufman based on the community feedback gathered in the Master Plan and its associated analysis. The fees are required to be reviewed every three years.

## Summary of Proposed Fees

The following fees were determined based on the calculation factors found in Appendix II of the proposed ordinance. These fees apply to all residential (single-family, multi-family, duplex, triplex, and townhouses) subdivisions or development, and may be required for rezoning of large tracts. Staff will provide the Terrell and Forney's parkland dedication fees at the hearing.

## Parkland Dedication and Park Development Fees

### 1. Parkland Dedication Formula:

Land requirements: The current level of service is one (1) acre per 20 people.  
2019 Total Population: 7,788

3 Persons per Household (PPH) based U.S. Census Bureau 2019 figures

Parkland Level of Service/ City Persons per Household = Parkland Dedication Requirement

20 people / 3 PPH = 6 dwelling units

**1 Acre per 6.6 dwelling units**

### 2. Fee-In-Lieu of Land Formula: (Assume 1 acre costs \$47,000)

#### STEP 1.

Parkland Cost Factor/ Parkland Level of Service = Land Cost per Person

\$47,000 per acre / 20 people per acre = \$2,350.00 per person

#### STEP 2.

City Persons per Household X Land Cost per Person = Fee-In-Lieu of Land

3 PPH X \$2,350.00 per person = **\$7,050.00 per unit**

### 3. Park Development Fee Formula:

- The cost of improvements in an average neighborhood park in Kaufman is \$1,056,717.20.
- One neighborhood park serves 865 people, based on a total city population of 7,788 being served by 9 parks.
- It costs \$1,221.63 per person (\$1,056,717.20/865) to develop an average neighborhood park.

#### STEP 1:

Parkland Development Cost Factor/ Facilities Level of Service = Park Development Cost Per Person

\$1,056,717.20 neighborhood park cost / 865 people per developed park = \$1,221.63 per person

#### STEP 2:

City Persons per Household X Park Development Cost Per Person = Parkland Development Fee by Density

3 PPH X \$1,221.63 per person = **\$3,664.92 per unit**

### 4. Total Parkland Fee per Unit:

Fee In-Lieu of Land by Density + Parkland Development Fee by Density = Total Parkland Fee per Unit

\$7,050.00 + \$3,664.92 = **\$10,714.92 per unit**

### PROPERTY OWNER RESPONSES:

The City of Kaufman is not required by State Law to mail notification letters to property owners for amendments to the Subdivision Ordinance. A required public hearing notice was placed in the Kaufman Herald Newspaper on December 17, 2020.

### RECOMMENDATIONS:

Staff recommends approval of S-01-21 amending the Subdivision Ordinance adding parkland dedication and fee requirements when subdividing land for residential purposes, providing for parks, open space, and recreational areas and park amenities, because this will be a major tool to implement the City of Kaufman's Parks, Recreation and Open Space Master Plan.

### ATTACHMENTS:

1. Proposed Parkland Dedication and Fee Ordinance
2. City of Kaufman Parks, Recreation & Open Space Master Plan 2019

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